

Request for Dispensation

(Extension to an expired emergency response training certificate)

Notes:

All reasonable efforts must be made to ensure that emergency response related refresher training is completed before the individual's current certificate expires.

In exceptional circumstances, where it is not possible for an individual to complete a refresher training course before their current refresher certificate expires, it may be possible for the Duty Holder of the Installation on which the individual works, or is due to work, to extend the currency of the individual's current training certificate by up to 3 months. Such extensions should only be granted to cover unforeseen circumstances such as illness or abnormal work demands.

- o Extensions will only be applied to personnel who work offshore regularly and not to visitors or personnel who work offshore occasionally.
- o Extensions will only be applied to personnel who have completed basic training and at least one related refresher course in the respective emergency response subject matter
- o The 'Responsible Person' named below must be nominated by the Duty Holder and will normally be an OIM or senior member of the onshore operational staff. The Responsible Person should review the individual's training record, experience and frequency of participation in relevant drills and exercises before determining that attendance at a refresher course is adequate. Otherwise, the individual should complete the relevant basic training course again.
- o Where an extension is granted, the effective start date of the new refresher training certificate will be the expiry date of the individual's corresponding, current certificate.

Name of person requiring dispensation:		
Date of Birth:		Vantage number:
Training Course name:		
Current Certificate Expiry Date:		
Organisation requesting dispensation:		
Responsible Person:		
Job Title:		
Contact telephone number:		
Contact email address:		
Reason for granting dispensation:		
Responsible Person Signature:		Date:

For your information: Please also note that valid 'Emergency Response' Training Certificates can be 'refreshed' up to 3 months prior to the existing certificate expiry date (without loss of validity).