

ICAS ATO APPLICATION FORM



Singapore Welding Society (SWS)

51 Science Park Drive
Singapore Science Park 1
The Franklin #02-12/25
Singapore 118223
Tel: (65) 6779 7706

1. Name of applicant Approved Training Organisation (ATO)

Address: _____

Name of contact person: _____

Telephone number: _____ Fax number: _____

Email address (if available): _____

2. Legal Structure of the ATO

Type of organization of the applicant ATO (e.g. limited company, independent body, etc.)

Provide copies of documents, which define the ATO legal status and its functions, organization and management.

3. Scope of Approval sought

Indicate with a tick (✓) against the modules for the courses and/or examinations leading to the award of an ICAS certificate for which approval is sought (e.g. SWS ICAS Coating Inspector Module):

| | | | |
|-----------------------------------|--------------------------|-----------------------------|--------------------------|
| Coating Inspector Levels 1, 2 & 3 | <input type="checkbox"/> | Pipeline Coating Inspector | <input type="checkbox"/> |
| Corrosion/Coatings Surveyor | <input type="checkbox"/> | Critical Coatings Inspector | <input type="checkbox"/> |
| Fireproofing Coatings Inspector | <input type="checkbox"/> | Insulation Inspector | <input type="checkbox"/> |
| Blaster/Preparation Operative | <input type="checkbox"/> | Painter/Sprayer Operative | <input type="checkbox"/> |
| Coatings Supervisor | <input type="checkbox"/> | | |

4. Documentation

(a) Quality Manual:

Make available at least two months before the initial audit the Quality Manual of the ATO or any other documentation that includes the complete description of ATO activities regarding general organization and responsibilities, facilities and their maintenance, staff structure, quality assurance system, etc.

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(b) Facilities & Equipment:

Attach a completed form (see Appendix 1) on the Declaration on Facilities & Equipment of ATO that will be used for training and examination.

(c) Course Lecturers:

Attach a list of the course lecturers with their particulars, qualifications supported by authentic certificates, experiences in industry and teaching, etc.

(d) End-of-Course Assessments

Attach form on end-of-course assessment by learners on the course and the performance of lecturer.

5. Declaration

I declare that the information on this form and any other information given in support of this application are correct, to the best of my belief. I have read the ICAS Requirements Document published in SWS web site, www.sws.org.sg, and undertake to ensure that the applicant ATO I represent will abide by these requirements if granted approval by ICAS.

Responsible person of applicant ATO: _____

Signed: _____

Dated: _____

6. Please return the form, attachments together with the pre-audit application fee (S\$150.00 per application) to SWS at the address shown above.