

# APPLICATION FORM - INTIAL CERTIFICATION

## IICS CERTIFIED OFFSHORE CRANE INSPECTOR



Submit this form to [info@international-inspector-certification.com](mailto:info@international-inspector-certification.com) or FAX to **+603-80687720**

LAST UPDATED 29-09-2020

Website: [www.international-inspection-certification.com](http://www.international-inspection-certification.com)

### CANDIDATE DETAILS

Full Name (As per IC/Passport): \_\_\_\_\_ Mobile No.: \_\_\_\_\_

Email: \_\_\_\_\_ Date of Birth (dd/mm/yy): \_\_\_\_\_

Job Title: \_\_\_\_\_

Address (Postcode is compulsory): \_\_\_\_\_

### CERTIFICATION DETAILS

Self-Sponsored  
 Company Sponsored

WHICH EXAM ARE YOU APPLYING?  
 **IICS 4.1A** Associate Offshore Crane Inspector  
 **IICS 4.1** Offshore Crane Inspector

EXAM WINDOW  
 **08 NOV 2020**

EXAM FEE  
 RM 850 IDC TH PARTICIPANT  
 RM 1,600 NON IDC TH PARTICIPANT

### INVOICE DETAILS

Attention Invoice to (HR/Training Department): \_\_\_\_\_ Direct Line: \_\_\_\_\_

Email: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address (Postcode is compulsory): \_\_\_\_\_

### APPLICATION INSTRUCTIONS

- Fill out all pages of this application completely.
- Read and sign the Inspector Agreement.
- Application can be submitted—either in
  - Hardcopy  
Post to IHRC International Certification Sdn Bhd  
No 7, Unit 8, Jalan Industri PBP 3, Taman Industri Pusat Bandar Puchong, 47100 Puchong, Selangor, MALAYSIA
  - OR
  - Softcopy  
E-mail to [info@international-inspector-certification.com](mailto:info@international-inspector-certification.com)

### FINANCE DEPARTMENT CONTACT DETAILS

Name: \_\_\_\_\_ Job Title: \_\_\_\_\_

Email: \_\_\_\_\_ Direct Line: \_\_\_\_\_

### PAYMENT METHOD

- BY CASH
- BY CREDIT CARD  
 \* Visa/Master card only.  
 \* **2% surcharge** based on total invoice value.
- BY CHEQUE  
 \* Made payable to IHRC International Certification Sdn Bhd.  
 \* Full prepayment via cheque will only be acknowledged upon clearance by the bank.
- BY BANK TRANSFER  
 \* All bank charges to be borne by payer. Please ensure that IHRC International Certification Sdn Bhd receives the full invoiced amount.

### AUTHORIZATION \*Compulsory if sponsored by company

Signatory must be authorized to sign on behalf

Name : \_\_\_\_\_

Job Title : \_\_\_\_\_

Signature : \_\_\_\_\_

Date : \_\_\_\_\_

| CURRENCY   | BANK ACCOUNT DETAILS ACCOUNT HOLDER:<br>IHRC INTERNATIONAL CERTIFICATION SDN BHD  |
|--|---|
| <input type="checkbox"/> <b>MYR</b><br>(Malaysian Ringgit) | Bank : OCBC Bank (M) Berhad<br>Account No : 786-1231322<br>Swift No : OCBCMYKLXXX |

*\*Registration is invalid without Signature & Company Stamp*

- #### REMARKS:
- Fee does not include any taxes (withholding or otherwise). In case of any taxes applicable, client has to ensure that the taxes are paid on top of the fee specified. Compliance with local tax laws is the responsibility of the client.
  - Please furnish IHRC with Proof of Payment. IHRC will not process any application until full payment is received.
  - Renewal must take place not later than 30 days before the date of expiry. It is the certificate holder's responsibility to ensure that renewal takes place at the appropriate time. Late renewal will be subject to a Penalty Fee of RM 150.
  - If a renewal or recertification application is not submitted by **5 months** grace period, the certification will expire. A new application and fees must be submitted, and candidate needs to pass a full examination in order to recertified.
  - In the event if candidate decide to withdraw the application after payment has been made, no refunds will be entertained.
  - IHRC will courier the certificate and wallet card to passing candidate in South East Asia region free of charge (FOC). For candidates residing outside South East Asia region, they are responsible to borne the courier fee.
  - For postponement of agreed re-examination date, admin fee of RM 150 will be charged.

**INITIAL CERTIFICATION**  
**IICS CERTIFIED OFFSHORE CRANE INSPECTOR**

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**TO BE COMPLETED BY APPLICANT**

I confirm that I have read and comply with the pre examination entry requirements as laid down in the [IICS Requirement Documents – DOCUMENT No. IICS-OC-16-03, 7th Edition May 2017](#) and understand that any fraudulent claim may result in the retraction of any certifications issued.

Please tick the appropriate box and provide the required details to meet the exam requirements you are applying for.

**[ ] IICS 4.1A ASSOCIATE OFFSHORE CRANE INSPECTOR (LEVEL 1)**

- Candidate with less or minimal experience in the field of Offshore Crane Inspector
- Attended an IICS approved training course at the appropriate level prior to examination

Training Course Title : \_\_\_\_\_

Date Attended : \_\_\_\_\_

Name of Institution : \_\_\_\_\_

**[ ] IICS 4.1 OFFSHORE CRANE INSPECTOR (LEVEL 2)**

- Crane Inspector for a minimum of 2 years with experience related to the duties and responsibilities listed in Clause 1.2.2 under qualified supervision, independently verified
- Certified IICS 4.1A Offshore Crane Inspector (Level 1) for a minimum of 2 years with job responsibilities in the areas listed in Clause 1.2.1 and 1.2.2
- Crane Inspector for a minimum of 2 years

| CANDIDATE QUALIFICATIONS  |                     |                  |
|---------------------------|---------------------|------------------|
| AWARD(S) ACHIEVED / MAJOR | NAME OF INSTITUTION | ACHIEVEMENT DATE |
|                           |                     |                  |
|                           |                     |                  |
|                           |                     |                  |
|                           |                     |                  |

**CANDIDATE EMPLOYMENT DETAILS - CURRENT**

Company Name : \_\_\_\_\_ Employment Period : \_\_\_\_\_

Company Address : \_\_\_\_\_ Company Phone No. : \_\_\_\_\_

Supervisor's Name : \_\_\_\_\_ Supervisor's Job Title: \_\_\_\_\_

Supervisor's Email : \_\_\_\_\_ Supervisor's Phone No.: \_\_\_\_\_

Candidate's Job Title / Detailed Description of Responsibilities :

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Verified By**

Name : \_\_\_\_\_

Job Title : \_\_\_\_\_

Date : \_\_\_\_\_

\_\_\_\_\_  
*Signature & Company Stamp - Compulsory*

**INITIAL CERTIFICATION— CONT'D**  
**IICS CERTIFIED OFFSHORE CRANE INSPECTOR**

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**CANDIDATE EMPLOYMENT DETAILS - PREVIOUS**

|  |   |       |                         |   |       |
|--|---|-------|-------------------------|---|-------|
| Company Name   | : | _____ | Employment Period       | : | _____ |
| Company Address  | : | _____ | Company Phone No.       | : | _____ |
|  |   | _____ |                         |   |       |
| Supervisor's Name  | : | _____ | Supervisor's Job Title: |   | _____ |
| Supervisor's Email   | : | _____ | Supervisor's Phone No.: |   | _____ |
| Candidate's Job Title / Detailed Description of Responsibilities : |   |       |                         |   |       |
| _____  |   |       |                         |   |       |
| _____  |   |       |                         |   |       |
| _____  |   |       |                         |   |       |
| _____  |   |       |                         |   |       |

|  |   |       |                         |   |       |
|--|---|-------|-------------------------|---|-------|
| Company Name   | : | _____ | Employment Period       | : | _____ |
| Company Address  | : | _____ | Company Phone No.       | : | _____ |
|  |   | _____ |                         |   |       |
| Supervisor's Name  | : | _____ | Supervisor's Job Title: |   | _____ |
| Supervisor's Email   | : | _____ | Supervisor's Phone No.: |   | _____ |
| Candidate's Job Title / Detailed Description of Responsibilities : |   |       |                         |   |       |
| _____  |   |       |                         |   |       |
| _____  |   |       |                         |   |       |
| _____  |   |       |                         |   |       |
| _____  |   |       |                         |   |       |

|  |   |       |                         |   |       |
|--|---|-------|-------------------------|---|-------|
| Company Name   | : | _____ | Employment Period       | : | _____ |
| Company Address  | : | _____ | Company Phone No.       | : | _____ |
|  |   | _____ |                         |   |       |
| Supervisor's Name  | : | _____ | Supervisor's Job Title: |   | _____ |
| Supervisor's Email   | : | _____ | Supervisor's Phone No.: |   | _____ |
| Candidate's Job Title / Detailed Description of Responsibilities : |   |       |                         |   |       |
| _____  |   |       |                         |   |       |
| _____  |   |       |                         |   |       |
| _____  |   |       |                         |   |       |
| _____  |   |       |                         |   |       |

**FOR OFFICE USE ONLY**

**APPROVE**                       **REJECT** \_\_\_\_\_

**Verify By:**

Signature: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

## INSPECTOR CERTIFICATION AGREEMENT

### (Effective on Date of Inspector's Certification)

This Agreement is between IHRC International Certification (hereinafter "IHRC") and the Candidate (the "Inspector").

Whereas, IICS Offshore Crane Inspector certifies Inspectors and other Technical personnel that meet the guidelines and requirements as laid down in the [IICS Requirement Documents – DOCUMENT No. IICS-OC-16-03, 7th Edition May 2017](#).

Whereas, Inspector desires to obtain certification under the IHRC International Certification (IHRC).

Now therefore, in consideration of the mutual covenants hereinafter stated, the parties agree as follows:

1. Inspector agrees to comply with all of the program policies and requirements. Inspector agrees and understands that IHRC shall be the sole judge of whether the Inspector has the appropriate qualifications to become certified, remain certified, or to be recertified.
2. The Inspector agrees not to make any misrepresentations concerning the Inspector's certification status or the program. The Inspector agrees not to perform any acts, which directly or indirectly assist a third-party in making any misrepresentation relating to the Program.
3. The Inspector understands and agrees that the program is designed to assist users in identifying Inspectors who have satisfied the minimum qualifications specified in the applicable industry standards and that **IHRC** does not warrant or guarantee the competency of any Inspector certified under this program. The Inspector agrees not to mislead customers or the public about the scope and purpose of this program.
4. The Inspector authorizes **IHRC** to release information to regulatory agencies, current or potential employers, or other interested parties concerning the Inspector's certification status. **IHRC** agrees to take reasonable measures to ensure that any information that is released is accurate. However, **IHRC** does not warrant or guarantee the accuracy of any information that is released and specifically disclaims any liability relating to the release of this data.
5. The Inspector understands and agrees that the Inspector's certification will not be renewed unless the Inspector satisfies all of the program requirements for renewal and submits the appropriate documents and renewal fee to **IHRC** within the time frame specified by **IHRC**.
6. Inspector understands and agrees that **IHRC** may modify the requirements for an Inspector to obtain, maintain, or renew the certification at any time. If **IHRC**' requirements are modified, **IHRC** shall determine the date by which the new requirements become effective. Inspector agrees to comply with the modified requirements within the deadline specified by **IHRC**. **IHRC** agrees to attempt (but assumes no duty) to notify Inspector of significant changes to the program by either giving notice: (1) at the Inspector's last known e-mail address, or (2) by posting the changes on the **IHRC** website. It is the responsibility of the Inspector to notify **IHRC** of address and e-mail changes. The failure of **IHRC** to notify Inspector of a renewal date or modification of the program does not relieve the Inspector of the responsibility to file a timely renewal application or to comply with new certification requirements. It is the responsibility of the Inspector to obtain this information by contacting **IHRC** or by checking the **IHRC** website for updates.
7. Inspector agrees to indemnify **IHRC** for any losses or damages resulting from the breach of the terms of this Agreement by the Inspector.
8. The Inspector agrees and understands that IDC may terminate an Inspector's certification if **IHRC** determines that the Inspector has: (1) made material errors, omissions, or misrepresentations on the application or in any other documents submitted to **IHRC**, or (2) violated any terms or conditions of this Agreement or program policies or requirements. **IHRC** also may terminate the program at any time and for any reason deemed appropriate by **IHRC**. Upon termination, with or without cause, of any rights or authority conferred by this Agreement, or upon expiration/termination of the Inspector's certification, Inspector agrees to return all certification documents to **IHRC** within 30 days.
9. The Inspector shall not use any trademark of **IHRC** or name of IDC including any abbreviation thereof, in any publicity, advertising, or for other promotional purposes without the prior written approval of **IHRC**.
10. This agreement shall not and is not intended to benefit or to grant any right or remedy to any person or entity that is not a party to this Agreement.
11. This instrument contains the entire and only agreement between the parties. No oral statements or representations not herein contained shall have any force and effect.
12. Paragraphs 2, 3, 4, 5, 6, 7, and 8 survive termination of this agreement.
13. Inspector agrees not to refer himself as **IHRC**' agent nor refer to the relationship between the parties as a joint venture or partnership or in any manner inconsistent with this Agreement. Inspector shall have no authority to act or contract on behalf of **IHRC**.
14. **IHRC** makes no express or implied warranties regarding the program or potential benefits of the certification to the Inspector.
15. Inspector understands and agrees that Inspector is not granted any rights under the program or this Agreement until **IHRC** has determined that the Inspector has satisfied all of the program requirements and has issued a Certificate to the Inspector. The Inspector's certification shall be effective on the date that is noted on the Certificate and shall be effective for a period of three years unless terminated pursuant to the terms of this Agreement.
16. This Agreement shall be governed by and construed in accordance with the laws of the Malaysian Government, without regard to the rules regarding conflicts of law. The parties agree that any action, suit, or proceeding based upon any matter, claim, or controversy arising hereunder or relating hereto shall be brought exclusively in the federal or state courts located in Kuala Lumpur, Malaysia. The parties consent to the jurisdiction and venue of such courts, and waive any objections to the jurisdiction and venue thereof.

**I, the undersigned, certify that I have read and fully comprehend this form, and agree to comply with the conditions specified above.**

|                     |         |                        |         |
|---------------------|---------|------------------------|---------|
| Candidate's Name    | : _____ | Date of Application    | : _____ |
| Candidate's Email   | : _____ |                        |         |
| Candidate's Address | : _____ | Candidate's Signature: | _____   |
| (Home/Residence)    | _____   | IICS Reviewer's Name:  | _____   |