



HERS Portfolio

Interim Individual Element Declaration Form

This declaration confirms:

- that the named operative has been reviewed for the element stated below and has been deemed competent for the tasks based on the justification statement
- that the organisation for the named operative below, will plan and complete the necessary evidence as specified within the HERS Handbook (including Interim Card criteria), and HERS Portfolio Quick Guide in advance of the expiry date for the interim card
- where required, individual action plans will be completed to satisfy the required level of training within a reasonable time during the interim card period, before the expiry date and full HERS card reregistration
- that where the named operative does not hold the required Highway Electrical Qualification, or the suitable units for the works being undertaken, then the named operative will be registered and inducted with an approved NVQ provider. Registration Number and signed induction form to be provided as supporting evidence

All parts below must be completed:

Add HERS Element Number Here:	
Operative Name:	
Named Occupation:	
Competence and Justification Statement:	<i>The competence rationale must include all evidence used to determine occupational competence:</i>
Organisation:	
Location:	
Name of Authorising Officer:	
Authorising Officer Number:	
Date (DD/MM/YYYY):	