**REGISTER OF CHARTERED SECURITY PROFESSIONALS**

**APPLICATION FORM**

Chartered Security Professionals must be of undisputed integrity and have a high level of expertise, and must be **operating at a strategic level**, or the senior end of the operational level, of security practice. Recognition as a Chartered Security Professional demonstrates to clients, employers, peers and the public an ability to deliver quality results and a commitment to Continual Professional Development.

The application process must confirm your strategic contribution, experience and competence in five areas. Please bear this in mind when providing your answers, and provide proof of competencies where possible for:

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|  | Knowledge |  | Leadership | • | Professional Commitment |
|  | Practice Skills |  | Communication |  |  |

There are two pathways to registration. Please select the path most relevant to your application. This will be confirmed during the assessment process.

**[ ]  Standard path.** You must have:

* Five years’ operational security experience, including two at Chartered competence level.
* A degree in a security-related discipline **or** a degree in any discipline plus an upper level security-related vocational qualification.

[ ]  **Individual path.** You must have:

* Ten years’ operational security experience, including five at Chartered competence level.
* You will be asked to complete a 7,500 word portfolio demonstrating that you meet the defined competence requirements (This is not required with the initial application – the portfolio questions will be advised once your application has been reviewed).

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| **Full Application Submission**  | [ ]  | **Expression of Interest Only**  | [ ]  |
| **Application is made via : Security Institute** [ ]  **ASIS UK** [ ]  |

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| **Section A: Your Details** |
| Title |       | Surname |       | Previous Name |       |
| Forename (s) |       | Post Nominals |       |
| Date of Birth |       | Place of Birth |       |
| Home Address |       |
| Postcode  |       | Country (if not UK) |       |
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| **Section B: Communications**  |
| Email Address(es) |       |
| Home Phone |       | Mobile Phone |       |
| Business Phone |       | Mobile Phone |       |
| Postal Address for communication | [ ]  Home [ ]  Business  |
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| **Section C: Current Employment** |
| Please enclose your current job description, or an explanation of your current role.  |
| Employer |       | Job Title |       |
| Business Address |       |
| Postcode |       | Country (if not UK) |       |

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| **Section D: Employment History**  |
| Please give as much information as possible, accounting for any gaps in employment. Alternatively a current CV may be provided.  |
| Start/End Date | Employer & Job Title | Role & Responsibilities  |
|       |       |       |
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| **Section E: Qualifications** |
| Please provide copies of all higher education qualification certificates (equivalent to level 5 or higher on the QCF, approved by a recognised awarding body or organization) and bring the originals to your interview for verification. We will be unable to proceed with your application if you fail to provide them.  |
| Start/End Date | Qualification | Awarding Body/University |
|       |       |       |
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| **Section F: Training** |
| Please detail any additional relevant training which did not result in a formal qualification, and supply certificates where possible. |
| Start/End Date | Course Title | Course Provider/Accrediting body |
|       |       |       |
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| **Section G: Competencies** |
| In order to be admitted into the Register an applicant has to demonstrate they meet the required competency levels in the areas listed below. You should include here details of how you personally demonstrate compliance with these requirements.  |
| **A: *Security Knowledge* Use a combination of specialist and generalist security knowledge and understanding to optimise the employment of existing and emerging methods and technologies.** |
| **A1:** Maintain and extend a sound theoretical approach in enabling the introduction and exploitation of new and advanced methods and technologies and other relevant developments. |       |
| **A2:** Engage in the creative and innovative development of security practices, methods, technologies and continuous improvement systems. |       |
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| ***B: Practice Skills* Apply appropriate techniques, methodologies and processes to resolve security and risk related issues.** |
| **B1:** Identify potential projects and opportunities |       |
| **B2:** Conduct appropriate research, and undertake design and development of security solutions. |       |
| **B3:** Implement design solutions, and evaluate their effectiveness. |       |
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| **C: *Communication* Demonstrate effective communication and interpersonal skills** |
| **C1**: Communicate in English with others at all levels. |       |
| **C2:** Present and discuss proposals. |       |
| **C3**: Demonstrate personal and social skills. |       |
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| **D: *Leadership* Provide technical and commercial leadership** |
| **D1:** Plan for effective project implementation. |       |
| **D2:** Plan, budget, organise, direct and control tasks, people and resources. |       |
| **D3:** Lead teams and develop staff to meet changing methodological, technical and managerial needs. |       |
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| **E: Professional Commitment Demonstrate a personal commitment to professional standards, recognising obligations to society, the profession and the environment** |
| **E1:** Comply with relevant codes of conduct. |       |
| **E2**: Manage and apply safe systems of work. |       |
| **E3:** Undertake security activities in a way that contributes to sustainable development. |       |
| **E4:** Carry out continuing professional development to maintain and enhance competence in own area of practice. |       |
| **E5:** Contribute to wider community and/or professional interests. |       |

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| **Section H: Additional Evidence** |
| Please list here all items provided as evidence in support of your application, such as articles, books written, news items in magazines & journals, presentation given, letters of support etc. Continue on separate paper if needed. Please show which main competence each item supports.  |
| Date | Item | Title | Supporting Competence |
|       |       |       |       |
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| **Section I: Interview Assessment**  |
| Preferred Venue for Interview | [ ]  London [ ]  UK Midlands [ ]  Dubai [ ]  Virtual |
| **Categories for assessment:** In order that we can match your knowledge with that of our Assessors, please choose up to three categories that best describe the security sectors in which you specialise. |
| [ ]  Education & Training | [ ]  Manned Security | [ ]  Inspections & Audits | [ ]  IT |
| [ ]  Telecommunications  | [ ]  Business Continuity | [ ]  Personnel Security | [ ]  Retail |
| [ ]  Finance & Insurance | [ ]  Close Protection | [ ]  Investigations | [ ]  Transport |
| [ ]  Security Consultant | [ ]  Electronic Systems | [ ]  Corporate Security  | [ ]  Buildings/Physical |
| [ ]  Other (Please state) |       |
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| **Section J: Background Checks** |
| Security Screening to BS7858 is the minimum standard required for CSyPs. If you are a serving police officer or a member of the UK Armed Forces, no further screening checks are required. If you have any of the following pre-existing screening in place (that can be independently evidenced), then no further screening is required.

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| SIA Licence  |       |
| National Security Vetting (including SC and DV) |       |
| Baseline Personnel Security Standard (BPSS) |       |
| BS7858 |       |
| Other (outside UK) |       |

Person who can verify above screening:

|  |  |  |  |
| --- | --- | --- | --- |
| Name |       | Job Title |       |
| Company |       |  |  |
| Tel/Mobile |       | Email |       |

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| If you do not have current pre-existing screening in place the Security Institute will arrange screening to BS7858 through its engaged screening provider. Please provide:Copy of Photo ID **[ ]** Copy of Utility Invoice [ ]  |
| Please supply two referees who can verify some or all of the information you have supplied. References will be taken up by the RCSP Manager either in writing or orally. Only one reference should be a current employer and/or colleague. |
| **Referee (1)** |
| Name |       | Job Title |       |
| Company |       |
| Tel/Mobile |       | Email |       |
| **Referee (2)** |
| Name |       | Job Title |       |
| Company |       |
| Tel/Mobile |       | Email |       |
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| **Section K: Declaration** |
| [ ]  **TICK/CHECK THIS BOX TO CONFIRM THAT** * I wish to apply for admission to the Register of Chartered Security Professionals
* The information I have given in this application is true to the best of my knowledge and belief. I understand that my application may be declared invalid, and any admittance to the Register may be suspended or revoked if any of this information is found to be inaccurate. The Security Institute will not be liable for making any refund in these circumstances.
* I understand that if I am unsuccessful my details will be kept on file for 24 months should I choose to re-apply.
* I understand that the Security Institute may wish to verify some or all of the information provided, and I hereby authorise the Security Institute to perform reference checks as required.
* If I am admitted to the Register of Chartered Security Professionals, I agree to be bound by its [Code of Conduct](https://docs.wixstatic.com/ugd/12ff91_28811cb4b0b947d490bfd35301191cf2.pdf), to participate in any Continuing Professional Development scheme necessary to maintain my admission to the Register and to pay annual renewal fees promptly in January.
* I undertake to advise the Security Institute of any changes to my personal contact details and professional circumstances.
* I confirm I have read and understood the requirements for [Professional Indemnity Insurance](https://docs.wixstatic.com/ugd/12ff91_7059a637c2ab4728b293fd72e85b6403.pdf) and that I have such insurance in place, or am exempt under the definitions provided by CSPRA.
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| **Date:** |       |  | Signature is not required |
| How did you find out about the Register of Chartered Security Professionals? |
| [ ]  Via Security Institute | [ ]  Exhibition/event  | [ ]  Editorial or publication |
| [ ]  Via WCoSP | [ ]  Via colleague/contacts | [ ]  Website/searchengine |
| [ ]  Via ASIS UK | [ ]  Via RSES | [ ]  Via CSyP |
| [ ]  Via other organisation | [ ]  Other (please state) |       |
| **Optional**This application is supported by (Name of CSyP)      Did you attend a CSyP Application Workshop? If so please give date       |  |
| **Before submitting this form, please ensure you have:**

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| --- | --- | --- | --- |
|  | Paid the appropriate fee |  | Provided copies of supporting documentation |
|  | Included qualification certificates |  | Completed the Prior Conduct Form |

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***As a CSyP you will be required to***

* ***Comply with Code of Conduct, and***
* ***Hold Professional Indemnity Insurance (usually via your employer) and***
* ***Participate in the Security Institute Continuing Professional Development scheme***

***You are advised to read and understand these requirements prior to applying, which is available on the website.***

***About the Register of Chartered Security Professionals***

*The Worshipful Company of Security Professionals (WCoSP) owns the Register of Chartered Security Professionals.*

 *The Security Institute operates the Register on behalf of the Worshipful Company of Security Professionals. The Security Institute is a membership organisation which promotes and endorses high standards in the education and training of security professionals.*

 *The WCoSP has created the Chartered Security Professionals Registration Authority (CSPRA) to oversee the development of the Register of Chartered Security Professionals. CSPRA has authorised the Security Institute and ASIS UK Chapter 208 to admit applicants to the Register of Chartered Security Professionals.*

*Details of the Roles and Responsibilities of the organisations and representatives are explained on the website.*

***Privacy Policy Reminder***

*Our Privacy Policy explains how the above organisations use personal information collected about you from your application for admission to the Register of Chartered Security Professionals.*

*Once admitted your name, company, country of residence and date of admittance will be published on the web-based Register of Chartered Security Professionals. You will have the opportunity to opt out of this prior to your details being published.*

*The Security Institute would like to contact you (subject to successful registration on the Register) to inform you about the fast-track process for membership of the Security Institute. If you* ***do not wish*** *to be contacted by e-mail, then please tick this box* [ ]

*The Security Institute would like to contact you with details of events open to Chartered Security Professionals provided by the Security Institute, ASIS UK Chapter 208, and selected third parties. If you* ***do not wish*** *to be contacted by e-mail then please tick this box* [ ]

*You have the option at any time to change your mind and to OPT OUT of receiving global email. You will only then receive information directly relevant to you remaining on the Register of Chartered Security Professionals.*