

BRCGS Global Standards

***BRCGS11: Application Form to become a BRCGS Registered Consultant

Change log:

Version no.	Date	Description
1	2013	Initial launch of document
2	2017	Document updated
3	2019	Agents & Brokers added. Documents reviewed and updated to match current requirements of the quality system. Document renumbered.

Please complete and return the **WHOLE FORM** by email to the training team at training@brcgs.com

1. Personal Details

Forename:	
Family name:	
Address 1:	
Address 2:	
City:	
Postal/zip code:	
Country:	
Telephone:	
Mobile:	
Email address:	
Skype address:	
Nationality:	

Please indicate your status:

Independent Consultant ☐ Member of Practising Consultancy ☐
 Other Status (please provide details):

If employed, please provide details of your current employer

Employer's Name:	Position of applicant:
Industry Sector:	Contact name:
Address:	Telephone:
	Email:

2 Please indicate the Standards against which you wish to consult:

Global Standard for Food Safety	<input type="checkbox"/> (Please also complete Appendix 1, pages 5&6)
Global Standard for Packaging & Packaging Materials	<input type="checkbox"/> (Please also complete Appendix 2, pages 7&8)
Global Standard for Consumer Products	<input type="checkbox"/> (Please also complete Appendix 3, pages 9&10)
Global Standard for Storage & Distribution	<input type="checkbox"/> (Please also complete Appendix 4, pages 11&12)
Global Standard for Agents & Brokers	<input type="checkbox"/> (Please also complete Appendix 5, pages 13&14)

3. Client References

Please provide the names and addresses of two client referees whom BRCGS can approach for references. The referees should be able to provide details of your industry experience and consulting capabilities. You should therefore include referees from industry sectors appropriate to the BRCGS you have applied to consult for. All client referees will be contacted by BRCGS and references will be held in confidence by BRCGS. By providing this information to BRCGS and ticking the box below you are confirming to us that you have obtained consent from the referees for BRCGS to contact them and they know the reason why we will be contacting them.

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	Referee 1	Referee 2
Industry Sector:		
Contact:		
Position:		
Company:		
Address:		
Telephone:		
Email:		
Summary of work undertaken for referee		

4. Languages in which you can provide consultancy

1.
2.
3.

5. Consultant Criteria

Please submit details of your experience and/or qualification against the consulting criteria, below, and refer to Appendices 1, 2, 3, 4 and 5 for Standard-specific criteria. Please be aware:

- All applicants must have at least 5 years' work experience in the sector for which they are applying to consult including experience of Quality Assurance Management
- All consulting and post-qualification experience must be obtained within 10 years of the date of application to become a Consultant
- A Consultant will be registered for the lifetime of the Standard (typically 3 years). However, the licence fee is payable to BRCGS on an annual basis
- At the introduction of a new version of the Standard, all Consultants must attend an updated BRCGS Conversion course
- The Consultant must also provide a log to demonstrate their Continuing Professional Development of which there must be a minimum of 30 hours per year.

6. Supporting information

a) Please provide the reasons why you wish to become a Registered BRCGS Consultant

- b) To whom do you intend to market and deliver your consultancy services and in which country/region? Please list your answers here:

7. Curriculum Vitae

Please attach a current copy of your CV/s. If you are applying to consult against more than one Standard, please submit separate CVs to indicate your experience in each industry. CV/s should contain the following information:

- Education
- Employment record
- Membership of professional bodies
- Key qualifications
- Details of consultancy provided
- A log or details of audits undertaken

8. Undertaking by applicant

- c) I agree that on becoming a Registered BRCGS Consultant I will be governed by the BRCGS Consultant rules as they now exist or as they may in future be altered.
- d) If my application is successful, I will further the objectives of the BRCGS programme, as far as I am able by providing professional services with integrity and honesty. Provided that when I give notice in writing to the BRCGS Representative that I wish to withdraw as a Registered Consultant, I will be free from these obligations from the date of my withdrawal.
- e) If my application is successful, I understand that I must read and agree to abide by BRCGS Global Standards Code of Professional Conduct, the latter provided only on approval of application.
- f) I certify that all the statements made by me in this application form (and attachments, including my CV) are true and correct to the best of my knowledge. I fully understand that being approved by BRCGS Global Standards under the Registered Consultant Scheme does not guarantee work for me or my organisation.
- g) By inserting my name and the date, below, I understand and accept that BRCGS may hold the above information for the marketing of BRCGS Global Standards Registered Consultant scheme.

Name:

Date:

Appendix 1: For applicants for the *Global Standard for Food Safety*

Please complete both forms on pages 5 and 6

Technical qualification	Applicant's details (including date of award)
A degree in a food-related or bio-science discipline OR an equivalent standard higher education course	
Passed a registered QMS Lead Auditor Course (e.g. ISO, IEMA, IRCA) AND Passed the <i>BRCGS 2-day sites training– Food Safety</i> course OR Passed the <i>5-day BRCGS Global Standards Lead Auditor– Food Safety</i> course	
Passed a training course in HACCP based on the principles of Codex Alimentarius, of at least 2 days duration, and be able to demonstrate competence in the understanding and application of HACCP principles	
Have audit experience as a result of attending at least 10 audits either as an auditor, auditee or consultant against Global Food Safety Initiative (GFSI) benchmarked Standards, ISO 22000 or ISO 9000 series of which at least one audits must be against the BRCGS Global Standard for Food Safety	
Details of all internal or external technical training courses attended	
Details of all consulting projects and experience within the food sector	
Details of all “soft skills” training courses attended e.g. Presentation skills, communication skills etc.	

Product Sectors	1 Expert	2 Competent	3 Registered Auditor*
Field : Raw products of animal or vegetable origin that require cooking prior to consumption			
Raw Red Meats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Raw poultry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Raw prepared products (meat & vegetarian)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Raw fish products & preparations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Field: Fruits, vegetables & nuts			
Fruits, vegetables & nuts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepared fruit, vegetables & nuts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Field : Dairy, liquid egg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Field : Ready to Eat or Heat - Chilled/Frozen Foods			
Cooked meat/fish products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Raw cured &/or fermented meat & fish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ready meals & sandwiches; ready to eat desserts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Field : Low/high acid in cans/glass/plastic containers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Field : Ambient Foods			
Beverages	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alcoholic drinks & fermented/brewed products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bakery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dried foods & ingredients	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Confectionery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cereals & snacks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oils & fats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expert – has comprehensive, up to date knowledge of the industry sector, manufacturing processes and best practice and Product legislation.

Competent – has a good working knowledge of the industry sector and can answer general manufacturing queries on that production process.

Registered BRCGS Auditor*

If you are registered with BRCGS Global Standards as an auditor and have a validated profile, please indicate the categories for which you have been approved alongside the above sectors.

Applicants must submit documentary evidence to support their claims of “Expertise” or “Competence” in the field selected above.

Appendix 2: For applicants for the *Global Standard for Packaging & Packaging Materials*

Please complete both forms on pages 7 and 8

Technical qualification	Applicant's details (including date of award)
A degree in a manufacturing, engineering, science, business or quality-related discipline OR an equivalent standard higher education course	
A minimum of 5 years post-qualification experience related to the Packaging or Food industry If Packaging or materials' science; successfully completed a food hygiene training course AND either successfully completed the EQIPT course and exam OR undergone the IoP "Equivalency" If food or bioscience discipline; successfully completed EQIPT course and exam	
Passed a registered QMS Lead Auditor Course (e.g. ISO, IEMA, IRCA) OR Passed the 5-day Lead Auditor– <i>Food Safety</i> course AND Passed the 2-day sites training - <i>Packaging course</i>	
Passed a training course in HACCP based on the principles of Codex Alimentarius, of at least 2 days duration, and be able to demonstrate competence in the understanding and application of HACCP principles	
Have audit experience. This is likely to be as a result of attending at least 10 audits either as an auditor, auditee or consultant against Global Food Safety Initiative (GFSI) benchmarked Standards, ISO 22000 or ISO 9000 preferably in the Packaging sector of which at one audit must be against the BRC Global Standard for Packaging and Packaging Materials.	
Details of all internal or external technical training courses attended	
Details of all consulting projects and experience within the packaging and packaging materials sector	
Details of all "soft skills" training courses attended e.g. Presentation skills, communication skills etc.	

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Please tick the following industry sectors in which you have proven experience and knowledge and provide a self-assessment summary of your own technical ability. Leave blank any sectors for which you have no or very limited knowledge

Industrial Sectors	Expert	Competent	Registered Auditor*
Glass	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Metals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plastics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wood & other materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expert – has comprehensive, up to date knowledge of the industry, manufacturing processes and best practice and Product legislation.

Competent – has a good working knowledge of the industry and can answer general manufacturing queries on that production process.

Registered BRCGS Auditor*

If you are registered with BRCGS as an auditor and have a validated profile, please indicate the categories for which you have been approved alongside the above sectors.

Applicants must submit documentary evidence to support their claims of “Expertise” or “Competence” in the field selected above.

Appendix 3: For applicants for the *Global Standard for Consumer Products*

Please complete both forms on pages 9 and 10

Technical qualification	Applicant's details (including date of award)
A degree in a manufacturing, engineering, science or quality-related discipline OR an equivalent standard higher education course	
A minimum of 5 years post-qualification experience related to the Consumer Products Industry	
Passed a registered QMS Lead Auditor Course (e.g. ISO, IEMA, IRCA) OR Passed the 3-day auditor training AND Passed the 2-day understanding the requirements	
Passed a training course in Risk Assessment, of at least two days duration, and be able to demonstrate an understanding of Risk Assessment within the Consumer Product manufacturing sector	
Have audit experience as a result of attending audits as an auditor, auditee or consultant ideally a minimum of 10 audits (in the Consumer Products sector) against an internationally recognised standard	
Details of all internal or external technical training courses attended	
Details of all consulting projects and experience within the consumer products sector	
Details of all "soft skills" training courses attended e.g. Presentation skills, communication skills etc.	

Please tick the following industry sectors in which you have proven experience and knowledge and provide a self-assessment summary of your own technical ability. Leave blank any sectors for which you have no or very limited knowledge

Industrial Sectors	Expert	Competent	Registered Auditor*
Textile & Textile Products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leather, Leather products, Footwear	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wood, Wooden Products, Cork, Straw	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paper & Paper Products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Printing & Recorded Media	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coke, Charcoal, refined petroleum product	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chemical & Chemical products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pharmaceuticals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rubber & plastic Products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Glass, Clay, Ceramic & Porcelain Products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Concrete, cement, lime & Plaster	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Metal products excluding machinery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Machinery & Equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Computer, Electronic, Communications & Optical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electronic Equipment, Batteries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transport Equipment, Cycles, Boats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Furniture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Games & toys	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jewellery & Accessories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Medical Devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expert – has comprehensive, up to date knowledge of the industry, manufacturing processes and best practice and product legislation.

Competent – has a good working knowledge of the industry and can answer general manufacturing queries on that production process.

Registered BRCGS Auditor*

If you are registered with BRCGS as an auditor and have a validated profile, please indicate the categories for which you have been approved alongside the above sectors.

Applicants must submit documentary evidence to support their claims of “Expertise” or “Competence” in the field selected above.

Appendix 4: For applicants for the *Global Standard for Storage and Distribution*

Please complete both forms on pages 11 and 12

Technical qualification	Applicant's details (including date of award)
A degree in a food-related, bio-science or Logistics discipline OR an equivalent standard higher education course	
Passed a registered QMS Lead Auditor Course (e.g. ISO, IEMA, IRCA) OR Passed the 5-day Lead Auditor course – <i>Food Safety</i> course AND Passed the <i>BRCGS 2-day sites training – Storage and Distribution</i>	
Passed a training course in HACCP based on the principles of Codex Alimentarius, of at least 2 days duration, and be able to demonstrate competence in the understanding and application of HACCP principles	
Have audit experience as a result of attending at least 10 audits either as an auditor, auditee or consultant against Global Food Safety Initiative (GFSI) approved Standards, ISO 22000 or ISO 9000 series of which at least one audits must be against the BRCGS Global Standard for Storage and Distribution	
Details of all internal or external technical training courses attended	
Details of all consulting projects and experience within the storage and distribution sector	
Details of all “soft skills” training courses attended e.g. Presentation skills, communication skills etc.	

Storage and Distribution Sector	1 Expert	2 Competent	3 Registered Auditor*
Storage and Distribution of Chilled and Frozen Foods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Storage and Distribution of Ambient Foods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Storage and Distribution of Packaging or Consumer Products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expert – has comprehensive, up to date knowledge of the Storage and Distribution sector, processes, best practice and legislation.

Competent – has a good working knowledge of the Storage and Distribution sector, processes, best practice and legislation.

Registered BRCGS Auditor*

If you are registered with BRCGS as an auditor and have a validated profile, please indicate the categories for which you have been approved alongside the above sectors.

Applicants must submit documentary evidence to support their claims of “Expertise” or “Competence” in the field selected above.

Appendix 5: For applicants for the *Global Standard for Agents and Brokers*

Please complete both forms on pages 13 and 14

Technical qualification	Applicant's details (including date of award)
<p>A degree in a food-related, bio-science or science and engineering discipline</p> <p>OR</p> <p>an equivalent standard higher education course</p>	
<p>Passed a registered QMS Lead Auditor Course (e.g. ISO, IEMA, IRCA)</p> <p>OR</p> <p>Passed the 5-day Lead Auditor course</p> <p>AND</p> <p>Passed the <i>Understanding Requirements – Agents and Brokers</i></p>	
<p>Passed a training course in HACCP based on the principles of Codex Alimentarius, of at least 2 days duration, and be able to demonstrate competence in the understanding and application of HACCP principles</p>	
<p>Have audit experience as a result of attending at least 10 audits either as an auditor, auditee or consultant against Global Food Safety Initiative (GFSI) benchmarked Standards, ISO 22000 or ISO 9000 series of which at least one audits must be against the BRC Global Standard for Agents and Brokers</p>	
<p>Details of all internal or external technical training courses attended</p>	
<p>Details of all consulting projects and experience within the storage and distribution sector</p>	
<p>Details of all “soft skills” training courses attended e.g. Presentation skills, communication skills etc.</p>	

Agents and Brokers Product Categories	1 Expert	2 Competent	3 Registered Auditor*
Chilled and frozen foods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ambient foods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Packaging materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consumer products - Personal care, household and general merchandise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expert – has comprehensive, up to date knowledge of the Agents and Brokers sector, processes, best practice and legislation.

Competent – has a good working knowledge of the Agents and Brokers sector, processes, best practice and legislation.

Registered BRCGS Auditor*

If you are registered with BRC Global Standards as an auditor and have a validated profile, please indicate the categories for which you have been approved alongside the above sectors.

Applicants must submit documentary evidence to support their claims of “Expertise” or “Competence” in the field selected above.