



### **SPA Reciprocal Arrangements Procedure**

If a delegate has completed a nationally recognised course, SPA will consider providing an exemption to the Core training day if the course syllabus covers at least 80% of the SPA Core training day.

To have a course considered as an exemption, a copy of the syllabus must be sent to the SPA Passport Scheme Administrator. The syllabus will then be mapped against the Core training day and written notification of the outcome of the exemption request will be forwarded to the party concerned.

At present the SPA passport scheme recognises that delegates who have completed and passed the following training courses **and have 3 months or more remaining on their evidence of exemption** do not need to attend the SPA passport scheme Core training day:

1. IOSH Working Safely
2. CCNSG Passport to Safety
3. IOSH Managing Safely
4. IOSH Supervising Safely
5. NEBOSH Certificate
6. CITB Site Management Safety Training Scheme
7. CIEH Basic Health and Safety (replaced by Level 2)
8. FÁS Safe Pass
9. ADT H&S module
10. Nebosh Diploma
11. CITB Site Supervisors Safety Training Scheme
12. CITB – Site Safety for Shopfitters and Interior Contractors

An approved SPA Training Provider must send a copy of each delegate's valid certificate or passport to the SPA Passport Scheme Administrator as evidence that the delegates meet the exemption. An icon of 'E' will be printed on a passport for any of the above instead of 'C' for the Core Day.