

Dear
(Please insert name of the Licensed CompEx Centre)

I hereby endorse the application of: (Please insert full name of candidate and employee number)

- Ex 01-04 Gas & Vapours Ex 05-06 Dust Ex 07 & 08 Fuel Forecourts
 Ex 09 & 10 Water Ex Mechanical Ex 12 Application Design
 Ex 14 Responsible Person

I confirm that the candidate is: (please tick box)

- a) A Direct Company Employee Sub-Contracted Employee (as detailed below)
b) Employed as an Electrotechnical/Mechanical/Instrument craftsperson with sufficient knowledge and practical skills to undertake the training, exams, and practical assessments of the CompEx Course they are undertaking.

I would like to highlight the following in support of the Candidates application:

1. Job Role:
2. Years of Specific & Current Experience:
.....
.....
.....
3. Relevant Professional Qualifications:
.....
.....
4. Relevant training Courses Certificated:
.....
5. Apprenticeship Completion Date & Company:
6. Other Relevant Information e.g. Previous CompEx Units:
.....

[Please summarise above, the relevant qualifications, years of specific experience and courses / apprenticeship / CompEx Units that you know have been successfully completed by the Candidate].

Responsible Person/ Technical Authority

Name: Signature:
Position: Date:

IMPORTANT

Please read the notes below before completing the CompEx Candidate Supporting Letter.

Direct Employee: The Letter must be completed on your Employer's Company Letterhead by the Responsible Person/ or their authorised designate.

Sub-Contracted Employee: Individuals must provide an Employer Letter endorsed by the Company they are contracted to. It must be on the Company letter headed paper, and signed by the relevant Responsible Person/Technical Authority.

N.B. THE COMPLEX CANDIDATE SUPPORTING LETTER MUST BE SIGNED & DATED BY THE RESPONSIBLE PERSON (TECHNICAL AUTHORITY) OR DESIGNATE AND PRESENTED IN ADVANCE TO THE RESPECTIVE LICENSED COMPLEX CENTRE IN ORDER TO ENSURE THE CORRECT CERTIFICATION IS ISSUED.

Notes:

1. Knowledge:

For CompEx Unit EX12, this will require a minimum of an HNC/HND or BTEC National Diploma or Degree/Degree (Hons) or equivalent in a relevant engineering or technology subject (or in country equivalent outside UK).

2. Skills and Experience:

- **CompEx Units Ex01-10:** Electrotechnical trade skills and at least one years' experience of electrical/instrument trade work.
- **CompEx Unit Ex11:** Mechanical trade skills and at least one years' experience of Mechanical trade work.
- **CompEx Unit Ex12:** Skills and Experience should include understanding, interpreting and applying technical content for electrical/instrument application design. Also clear, informed communication and fact-based decision making.
- **CompEx Ex14:** Working as or towards the position of Responsible Person. For the definition of a 'Responsible Person', reference should be made to IEC 60079-14.

3. Preparation for CompEx Units:

It is strongly recommended that candidates familiarise themselves with the current edition of relevant standards and guidance in advance of the unit.

- CompEx Unit Ex 01-06, Ex09-10 (IEC 60079 – Parts 14 & 17)
- CompEx Unit EX 07-08 (APEA Guidance for Design, Construction, Modification, Maintenance and Decommissioning of Filling Stations)
- CompEx Unit Ex11 (IEC 80079 Parts 36 & 37)
- CompEx Unit Ex 12 (IEC 60079-14)
- CompEx Unit EX14 (IEC 60079 Parts 14 & 17) and local legislation, e.g. DSEAR.

User guidance in the areas covered by CompEx Units is detailed in **EEMUA Publication 186, A Practitioner's Handbook for Electrical Installation, Inspection and Maintenance in Potentially Explosive Atmospheres** which is available directly from EEMUA at sales@eemua.org