

Training & Competence Record

Book 3 · Chapter 4 · evidence of discipline, not a government card

Person

Role (operator, spotter, outside-LCA labourer, supervised operator)

Trigger authority? (yes / no / supervised)

Restrictions (e.g. oxides only until the coatings module is signed off)

LPA (name / organisation)

LPS on site (name)

There is no single UK government “LSO licence card”. Reading Book 3 is not an appointment. Write the provider, the date and the scope — never a licence number you cannot evidence.

TRAINING LOG — ONE LINE PER EVENT, WRITTEN THE SAME WEEK

Date	What (OEM familiarisation, course, briefing, face-fit, near-miss review)	Delivered by	Evidence	Review / refresh due

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Refreshers and the training gate

REFRESH TRIGGERS

Trigger	Date	Refresher done (what, who)	Logged?
Long break from Class 4 work			☐
New cabinet or scan head			☐
After a near-miss			☐
New mask model (face-fit test)			☐
New Local Rules revision			☐
Client site needs its own induction			☐

TRAINING GATE — BEFORE QUOTING MULTI-EMPLOYER WORK

- ☐ Operators named
- ☐ Log exists and is current
- ☐ Industrial training path chosen, booked or completed as your duty requires — not a clinic module in disguise
- ☐ No fake licence claims anywhere in the pack
- ☐ Restrictions written: what this crew will not do
- ☐ Appointment / competent person named where required

Retention: how long you keep logs and briefings (as your insurer and adviser recommend)