

# HS&E Test ID Policy

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## Identification (ID) Requirements for HS&E Tests

### Important information

All documents presented by the candidate as identification must:

- be originals (no photocopies or digital copies)
- be in date (valid) at the time of being provided (not expired)
- be in the candidate's name (which must match the name on the test booking)\*

\*Candidates must provide additional evidence if their name has changed since the ID document was issued. This additional evidence must be original and show a clear link between the name shown on the candidate's ID and their current name, such as a marriage or civil partnership certificate, a decree absolute or decree nisi papers or a deed poll.

**Candidates will not be admitted for a test if the required forms of ID are not provided and the test fee will not be reimbursed.**

### Primary ID

Candidates must provide one form of Primary ID. The Primary ID must include the candidate's:

- full name
- a recognisable photograph
- signature

Choose one of the following:

- Passport (UK or International)
- Photocard Driving Licence (UK or European)
- Biometric Residence Permit (BRP) or Biometric Residence Card (BRC) - only to be used as primary ID with a signature

If candidates do not have the required form of Primary ID, they may present two forms of Secondary ID.

This must include one from List A **and** one from List B.

### List A

**Must be valid and include the candidate's name and a recognisable photograph**

- Non-UK/Non-EU Photocard Driving Licence
- Passport without signature
- European National Identity Card UK
- CitizenCard or other proof of age card showing the

- PASS hologram
- Young Scot Card showing the PASS hologram
- CSCS card or CSCS Partner card showing the CSCS Logo (Hologram)
- UK Armed Forces ID card
- UK Armed Forces Veteran ID Card
- UK Home Office Travel Document
- Biometric Residence Permit (BRP) or Biometric Residence Card (BRC) without a signature

## **List B**

**Must be valid and include the candidate's name and signature**

- Credit Card
- Debit Card
- Paper Driving Licence (issued before 31 March 2000)