



Forth Valley Incident Assistance Team

Team Member Application Form

Please complete this form in black ink and block capitals, or typescript.

Section 1 – Personal details

Surname:	First Name(s):
Address:	
Postcode:	
Telephone (Work):	Email Address:
Telephone (Mobile):	Driving License: YES / NO
Telephone (Home):	Access to Transport: YES / NO

Section 2 – Current Employment

Organisation/Service:
Work Location:
Job Title:
Line Manager:

Section 3 – Protection of Vulnerable Groups

As part of our responsibility to the vulnerable adults and/or children/young people you may come into contact with individuals during your work with IAT. This is not a requirement for IAT members.

1. Are you currently a member of the PVG scheme YES/NO
2. Please provide your membership number and specify if your membership relates to adults, children or both

Section 4 – Additional Information

Here you could detail any information supporting your application. This could be in the form of any other experience, achievements, skills or interests.

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Section 5 – Declaration

By signing this document you are agreeing that it is a fair and accurate record. Thank you for taking the time to complete this application.

Signature:

Date:

Section 6 – Line Manager Agreement

I have viewed the IAT invitation and confirm that the above named individual will be released from their duties to attend necessary training to carry out work on behalf of Forth Valley as a member of the Incident Assistance Team. I can confirm that this individual would be suitable to undertake the duties of this team.

Signature:

Date:

Section 7 - Data Protection Statement

Any personal data that you provide to us through the Incident Assistance Team will be collected for this purpose only. It will be used to contact you either in an emergency situation or to issue you relevant information with regards to your Incident Assistance Team membership.

This information will be held securely by Falkirk Council and it will not be distributed to any 3rd party unless your written consent has been given for us to do so.

We will endeavour to keep this information as up to date as possible at Falkirk Council. To do this, we may contact you from time to time to confirm the information is still current.

From the date of this letter/email onwards, if you inform us that you are no longer part of the Incident Assistance Team we will delete your personal contact details in relation to this within one month.

At Falkirk Council we take the security of your personal data seriously and as such we strive to protect it from unauthorised access, unauthorised or unlawful processing, accidental loss, destruction or damage using physical and technical measures.

Completed forms should be emailed to:

Samantha.mclaughlin@falkirk.gov.uk

Graduate Emergency Planning Officer, Development Services

djohnstone@clacks.gov.uk

Emergency Planning Officer, Clackmannanshire Council

brightd@stirling.gov.uk

Resilience and Risk Team Leader, Stirling Council