**PERSONAL IN CONFIDENCE**

**Referee Report**

*Your report, the evidence you offer and the recommendation you make are essential components to assure PAB of the competence and professionalism of the applicant. Please ensure you have read and understand the requirements for Technical Membership at www.ergonomics.org.uk before you make your comments.*

**Your name:**

**Your job title and employer:**

**Your CIEHF membership grade or other professional affiliation:**

**Applicant’s name:**

1. Please describe briefly the context in which you know the applicant and their work. Please indicate if your relationship with the applicant is as a supervisor/work colleague/other.

2. To your knowledge, how long has the applicant been engaged in the practice, teaching and/or research of ergonomics /human factors? (If the applicant’s experience is through part-time working, please indicate this.)

3. Please describe the applicant’s duties and responsibilities within the most recent projects with which you are personally familiar. (You may ask the applicant for copies of any reports you may previously have read.)

4. Please explain, with examples, why you believe that the applicant’s ergonomics/human factors knowledge and skills are sufficient for a Technical Member of CIEHF.

5. Please give any other information that you think may be helpful in assessing the applicant’s suitability for this grade of membership.

*Please note that the applicant may request to see this report. If you want the report to remain confidential then please put an X in this box.*

*In signing this form, you are declaring that you have no conflict of interest in providing this reference (for example, you are not related or in a personal relationship with the applicant).*

Your signature:

Date:

*Please note that it is not necessary to sign this report if you send it electronically from your own email address. Please email the completed form directly to the membership team, not to the applicant, at* [***membership@ergonomics.org.uk***](mailto:membership@ergonomics.org.uk)*.*

*All information provided within this report will be processed and retained in line with our GDPR Policy.*