



Be part of something bigger.

JOIN BPCA.

British Pest Control Association membership application form

Company name



bPCA.org.uk/membership
Driving excellence in pest management

01332 294 288
@britpestcontrol

Application form

BPCA membership

If this form is not filled in entirely or the documents listed are not supplied then the application process will be delayed.



Company structure

What category of membership are you applying for?	Tick	What type of company are you?	Tick
Servicing membership Full member	<input type="checkbox"/>	Sole trader	<input type="checkbox"/>
Manufacturing and distributors membership Full member	<input type="checkbox"/>	Partnership	<input type="checkbox"/>
Consultant membership Full member	<input type="checkbox"/>	Private limited company	<input type="checkbox"/>
Associate membership	<input type="checkbox"/>	Public limited company	<input type="checkbox"/>
Observer membership International member	<input type="checkbox"/>	Other (specify): <input type="text"/>	

Organisation details **To be completed in full where applicable:**

If your application is accepted you will be authorised to claim membership of the BPCA and use the BPCA logo, as supplied, in relation to the named organisation only. If you wish other related businesses to be covered by membership, please provide details below, including other addresses, where relevant.

Name	
Registered address	
Postcode	Telephone
Fax	Company email
Operational address	
Postcode	Website

Company registration (if applicable) DUNS number (if applicable)

Has your company ever applied for membership of the BPCA before? Yes No

How did you hear about us?
If you were recommended by someone, please let us know the name of the person and the company.

Comments

Why do you want to join?

Comments



Application form **BPCA membership**

Contacts

Who is the primary contact for BPCA at your organisation?

Name	
Position	Telephone (direct)
Mobile (direct)	Email (direct)

Who is completing this form? *If different*

Name	
Position	Telephone (direct)
Mobile (direct)	Email (direct)

Who is authorised to amend contact details on behalf of your organisation?

Name	
Position	Telephone (direct)
Mobile (direct)	Email (direct)

Trading details

When did your organisation commence trading in pest management?
MM/YY

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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What areas do your organisation cover? Give the first part of the postcode for all the areas you cover:

Postcodes

Indicate the involvement in any of the following activities with approximate % of total business:

General pest management	<input type="text"/>	%	Sale of pesticides	<input type="text"/>	%
Fumigation	<input type="text"/>	%	Sale of equipment	<input type="text"/>	%
Timber treatment	<input type="text"/>	%	Bird management proofing	<input type="text"/>	%
Manufacture of equipment	<input type="text"/>	%	Bird control (trapping and shooting)	<input type="text"/>	%
Timber treatment	<input type="text"/>	%	Heat treatment	<input type="text"/>	%
Manufacture of pesticides	<input type="text"/>	%	Other (specify): <input type="text"/>	<input type="text"/>	%



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Trading details **Continued:**

Do you undertake any business other than pest management?

Yes No

IF YES Describe what else your organisation does:

Comments	
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Do you use agents, sub-contractors or franchisees for any pest management activities?

Yes No

IF YES:

Are they all members of the BPCA?

Yes No

Are they all CHAS registered?

Yes No

Insurance

We advise that you consult your broker to ensure that your business is adequately covered. Required insurances:

- **Employers liability** is a legal requirement to cover you against claims for injury at work from employees, including part-time staff and trainees
- **Public and products liability** protection against claims for injury or illness caused to people other than employees and damage to their property. One of the most valuable covers you can have, it also covers claims related to your goods even if these claims arise long after the goods have been supplied
- **Professional indemnity insurance** provides protection against the financial consequences of making errors and omissions. Professional indemnity insurance is essential for any professional organisation that gives advice or provides services in a professional capacity.

Indicate which of the following insurance policies are in force and the extent of cover:

Employers liability £10m minimum Yes <input type="checkbox"/> No <input type="checkbox"/>	Policy number	Limit
Public liability £2m minimum Yes <input type="checkbox"/> No <input type="checkbox"/>	Policy number	Limit
Product liability £2m minimum Yes <input type="checkbox"/> No <input type="checkbox"/>	Policy number	Limit
Professional indemnity £500,000 minimum Yes <input type="checkbox"/> No <input type="checkbox"/>	Policy number	Limit

Name of insurers	Address of insurers
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Application form BPCA membership

Training and qualifications

It is a requirement of membership that all staff involved in the eradication, control or management of pest species (hereby referred to as **technical staff**) must:

- Hold a relevant qualification³
- Agree to be members of a recognised CPD scheme³.

Full members undertake to provide an annual return of training and qualifications for technical staff.

Would you like to enroll your **technical staff** on the BPCA Registered² individual recognition scheme? Full members only. Extra charges apply. Yes No

IF YES: Would you like to enroll your **non-technical staff** on the BPCA Registered² individual recognition scheme? Full members only. Extra charges apply. Not required for membership criteria. Yes No

IF NO: If you are not joining BPCA Registered² you will need to provide proof that your technical staff are on a recognised CPD scheme³ before your organisation is accepted into membership.

How many of your staff are employed in pest management?

How many carry out the application of pesticides?

Who is in direct charge of pest management operations?

Name	CPD number (if applicable)
Qualifications held	

State the names of all **technical staff**, the qualifications they hold and their CPD scheme membership number (CPD number applicable if you're not joining BPCA Registered):

Name of team member	Job title For example technician, trainee, etc	Qualification Trainees have 18 months to pass the Level 2 Award in Pest Management or equivalent ³ for the company to remain a member	Certificate number	CPD number If applicable

You can add more staff on the next page.



Application form **BPCA membership**

Training and qualifications Continued:

Name of team member	Job title <small>For example technician, trainee, etc</small>	Qualification <small>Trainees have 18 months to pass the Level 2 Award in Pest Management or equivalent³ for the company to remain a member</small>	Certificate number	CPD number <small>If applicable</small>



Application form **BPCA membership**

References

Please provide a customer and supplier reference.

Customer reference:

Contact name	
Address	
Postcode	Email
Telephone	

Supplier reference:

Company name	
Contact name	Account number
Address	
Postcode	Email

Is your company a part of any other trade association?

Yes

No

IF YES:

Please state which organisations your are part of:

Details

Supply any other information which you consider may be relevant to your application:

Comments

Application form **BPCA membership**

Declarations

Bankruptcy and liquidation

Have any officers of the company ever been involved as owners, principles or directors of any other previous business in any scheme or arrangement leading to the bankruptcy or liquidation of the organisation?

Yes No

Prosecutions and enforcement notices

Has your organisation been issued an enforcement notice by the HSE or Local Authority in the last three years? Note, having a prosecution or notice will not exclude your business from registration although a failure to declare one might.

Yes No

IF YES

Provide details and details of any corrective measures:

Comments

Pesticides and products

Are all pesticides used or supplied registered under the Control of Pesticides Regulations 1986 (amended 1997) or under the Biocidal Products Registration?

Yes No

Do you hold any products in quarantine that have been withdrawn through BPD or have become out of date?

Yes No

BPCA best practice and conduct

On acceptance of your application, do you agree to comply with:

BPCA Codes of Best Practice⁴ (as a minimum require compliance with the relevant statutory legislation)

Yes No

BPCA Code of Conduct⁴

Yes No

Articles and Regulations of Association⁵.

Yes No

Do you agree to undertake regular EN16636 audits (Servicing companies only)?

Yes No

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Subscriptions and fees

Subscriptions are based on UK turnover, which is to be declared at the time of application and, thereafter, within the annual returns. Turnover includes **services** - including general pest control, bird control and proofing, fly screening, EFK maintenance, consultancy, pest control training and fumigation (space and soil), and **products** - sales of pesticides, including on-line sales (ready-to-use, concentrate formulations and raw materials, fumigant gases) and related pest control equipment.

Any information on turnover will be kept confidential and is only used for the levying of subscriptions. **It will not in any circumstances be disclosed to anyone other than the association staff.**

Tick the appropriate subscription fee box:

	Relevant turnover	Subscription category	Subscription (net)	VAT (20%)	Subscription (gross)	Tick
Full membership Servicing, Manufacturing and distributors, Consultants	<£50k	1	£438.00	£87.60	£525.60	<input type="checkbox"/>
	£51k - £100k	2	£678.00	£135.60	£813.60	<input type="checkbox"/>
	£101k - £150k	3	£1,074	£214.80	£1288.80	<input type="checkbox"/>
	£151k - £225k	4	£1,636	£327.20	£1963.20	<input type="checkbox"/>
	£226k - £300k	5	£1,928	£385.60	£2313.60	<input type="checkbox"/>
	£301k - £390k	6	£2,276	£455.20	£2731.20	<input type="checkbox"/>
	£391k - £500k	7	£2,708	£541.60	£3249.60	<input type="checkbox"/>
	£501k - £650k	8	£2,982	£596.40	£3578.40	<input type="checkbox"/>
	£651k - £825k	9	£3,302	£660.40	£3962.40	<input type="checkbox"/>
	£826k - £1m	10	£3,623	£724.60	£4347.60	<input type="checkbox"/>
	£1m - £2m	11	£4,534	£906.80	£5440.80	<input type="checkbox"/>
	£2m - £3m	12	£5,426	£1085.20	£6511.20	<input type="checkbox"/>
	£3m - £4m	13	£6,324	£1264.80	£7588.80	<input type="checkbox"/>
	£4m - £5m	14	£7,240	£1448.00	£8688.00	<input type="checkbox"/>
	Over £5m	15	£9,029	£1805.80	£10,834.80	<input type="checkbox"/>
Probationary Scheme			£200.00	£40	£240.00	<input type="checkbox"/>
Associate membership			£870.00	£174.00	£1,044.00	<input type="checkbox"/>
Observer membership			£510.00	NA	£510.00	<input type="checkbox"/>
BPCA Registered (per team member)			£25.00	£5.00	£30.00	<input type="checkbox"/>

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Payment information

Applicants, other than for the Probationary Scheme, are required to pay a processing fee (£180 inc 20% VAT) on application. Please note that on the assumption that your application is progressed successfully, the processing fee will be offset against your first period's subscription. Those joining the Probationary Scheme are requested to pay a full year's subscription on application.

Cheque Payable to BPCA	Tick <input type="checkbox"/>
Credit or debit card Please enter details below. We will contact you for further information prior to taking payment.	<input type="checkbox"/>
Bank transfer Contact the office for BPCA bank details	<input type="checkbox"/>

Name on card	Company
Amount	

Card number

Signed

**THE INFORMATION I HAVE GIVEN IN THIS APPLICATION IS TRUTHFUL, COMPLETE AND CORRECT.
THE ORGANISATION AGREES TO COMPLY WITH BPCA CODES OF PRACTICE, CODE OF CONDUCT AND
ARTICLES & REGULATIONS OF ASSOCIATION:**

Authorised signature	Date of application
Block capitals	
Position in company	

Please complete and return to **British Pest Control Association, 4a Mallard Way, Pride Park, Derby, DE24 8GX**
or **membership@bpca.org.uk**

Notes

1. Full membership criteria available at **bpca.org.uk/membership**
2. Available to full members only. See a list of all qualifying member benefits at **bpca.org.uk/member-benefits**
3. Acceptable Level 2 Award in Pest Management equivalents and CPD schemes can be found at **bpca.org.uk/membership**
4. You can see all BPCA Codes of Best Practice and the BPCA Code of Conduct at **bpca.org.uk/codes**
5. The BPCA Articles of Association available by request. Contact **membership@bpca.org.uk**





BPCA CODE OF CONDUCT

All BPCA members are required to work within the BPCA Code of Conduct as it applies to them. New members sign their acceptance of the Code as part of the application process, and annually confirm their commitment.

We expect all members to operate within the BPCA Code of Conduct and other professional codes. The following requirements relate to all members of the Association, including all of their employees...

BE PROFESSIONAL

Members will:

- Help clients understand their products and services by providing professional surveys and quotes for potential work
- Ensure clarity in contractual issues, fulfill contracts and honour any guarantees given
- Strive for excellence – promote, enhance and encourage best practice
- Act reasonably and responsibly, and ensure compliance with all relevant legislation and regulations in the countries in which they operate
- Keep up-to-date through training and Continuing Professional Development.

CONSIDER PEOPLE AND THE ENVIRONMENT

Members will:

- Promote and encourage Integrated Pest Management as their approach to work
- Act positively to safeguard people in all that they do
- Ensure the environmental impact of their work is as positive as possible
- Behave with professional and personal integrity; be respectful, truthful and honest in their dealings.

PROMOTE THE ASSOCIATION

Members will:

- Act in a manner that supports the Association's overall objectives and reputation
- Promote the Association's mission, vision, values and standing
- Use BPCA members when referring or subcontracting pest management work
- Be supportive when working with other members, whether subcontracting or as a subcontractor, showing mutual trust and respect
- Publicise their professional services responsibly without comparison or criticism of other members
- Act respectfully towards BPCA and its members, both on and offline, including within business and private social media activity.

ACT WITHIN THE CODES OF BEST PRACTICE

Members will:

- Notify the Association of any failure to work within the Code, and of any relevant legal proceedings that may impact them, the Association or the profession.
- Work with care to ensure procedures and records meet all legal and business requirements; take care to ensure applicable and appropriate levels of confidentiality are maintained
- Comply with all competition, bribery and anti-corruption laws when doing business and supporting the work of the Association
- Cooperate with BPCA's staff and representatives when they are working to support the member; comply with all reasonable requests for information.

If a member is found to have fallen short of these requirements, they will be fully investigated in line with BPCA's complaints procedure. The outcome of the investigation could lead to a company's removal from membership.



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