

# At **your** service



How our Member benefits  
can help your business



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# Here to help you prosper

Joining SELECT doesn't just make you a Member of Scotland's largest construction trade association, it gives you exclusive access to a wealth of benefits and services.

From training and technical advice to private medical insurance and promotional support, we're constantly striving to give you the tools you need to do your job better.

Some Members take advantage of our unrivalled employment affairs advice, others enjoy the many advantages of our welfare benefits scheme, while others make use of our logo to stand out in the crowded marketplace.

Whatever service you use, and whatever the size of your business, we aim to deliver exceptional support to each and every Member.

This publication is designed to give you an overview of just some of the services that can be enjoyed through SELECT membership.

Please take some time to explore these benefits – and discover the many ways we can help your business grow and prosper.

## **New for Members**

In addition to traditional services, we are proud to offer a number of other third-party benefits for Members, including:

- professional indemnity insurance
- online access to method statements and risk assessments
- SCO-CERTS digital certification service.

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# Technical support

Our technical services are a key benefit of membership, with an experienced team of electrical professionals on hand to advise on every issue.

This understanding of what you need to do your job successfully is reflected in our comprehensive range of essential services, including:

## **Helpline**

Access to our highly regarded technical helpline is one of the standout benefits of SELECT membership. Staffed by our dedicated Technical Services team, it has provided expert advice to thousands of Members over the years, solving problems on-site or heading off potential issues before they arise. Members with problems can also contact us via our dedicated email address.

## **Inspections**

Our technical inspection service provides assistance to Members, non-Members and their clients alike, dealing with electrical or electrically-related problems quickly and efficiently. Our service is UKAS and ISO 9001 accredited, with our team of Technical Advisers ensuring that Members' work continues to meet the required standard. Such inspections also give Members the chance to seek advice on any technical issues.

## **Updates**

To keep Members in the loop, we regularly issue technical circulars containing the latest updates and guidance, which are shared through our monthly newsletter. In addition, we provide access to a comprehensive online technical resource for Members to browse.

## **Toolbox Talks**

Held every year at venues across Scotland and online during the COVID-19 pandemic, our ever-popular Toolbox Talks are free for Members to attend and focus on current and relevant technical topics.

## **Videos**

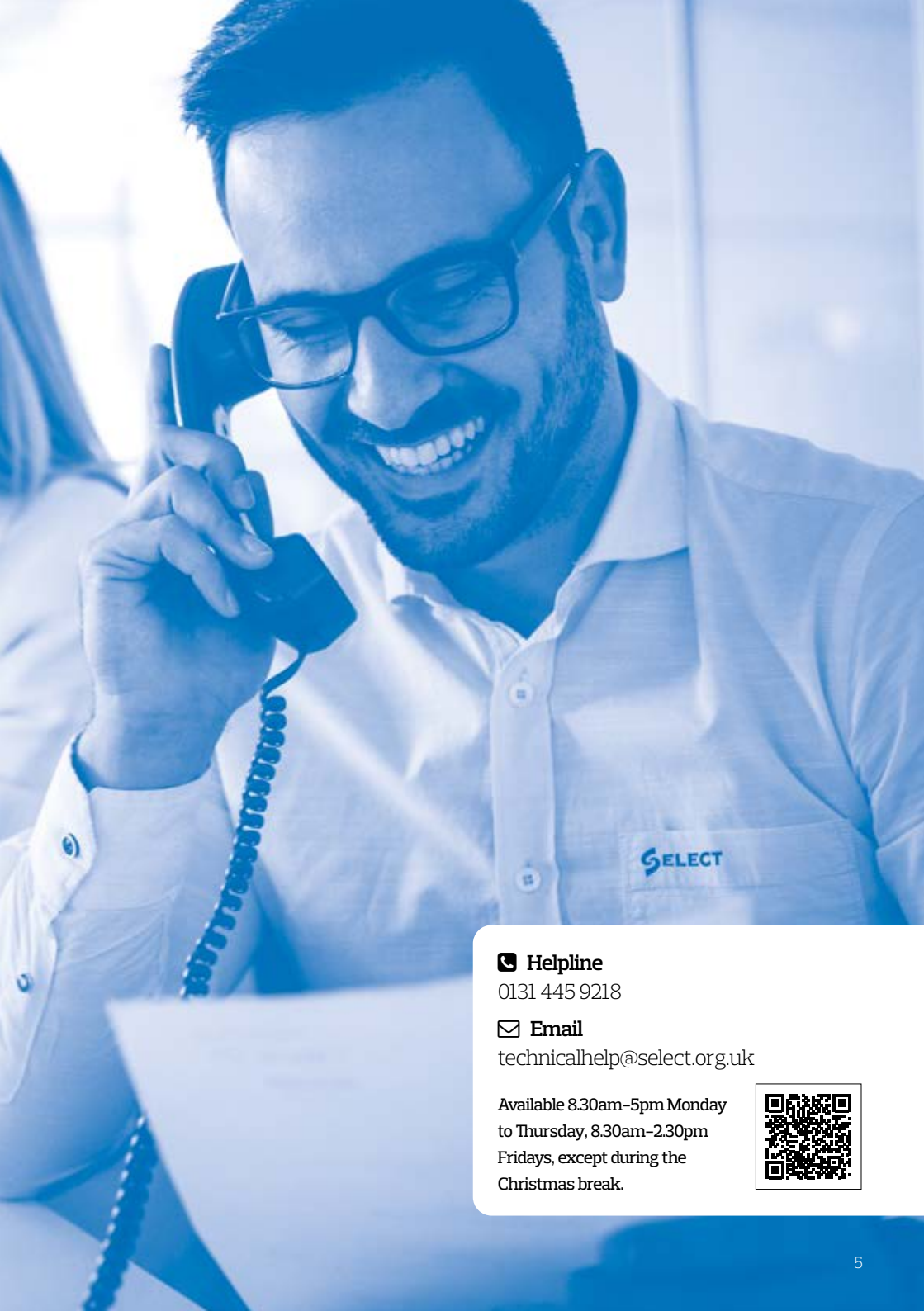
We are developing a growing series of helpful technical update videos, available on our dedicated SELECT TV service (see Page 32).

## **Stationery and certificates**

SELECT provides a range of stationery and electrical certification products in paper format or electronically via SCO-CERTS. You'll find more details on Page 14.


## **Training**

We deliver training courses on a range of technical subjects to ensure Members are familiar with the latest regulations and best practice. More details can be found on Page 6.



 **Helpline**

0131 445 9218

 **Email**

[technicalhelp@select.org.uk](mailto:technicalhelp@select.org.uk)

Available 8.30am–5pm Monday  
to Thursday, 8.30am–2.30pm  
Fridays, except during the  
Christmas break.



# Training

The future is electric – and we want to ensure that all Members are equipped with the right skills to flourish in this ever-changing industry.

To do this, our dedicated Training department is staffed by experienced full-time electrical experts, committed to developing and delivering a wide range of high-quality courses.

All SELECT courses are designed with industry needs in mind and are offered in a manageable time frame, with many able to be completed in just one day. And, as a Member, you're automatically eligible for exclusive discounts on all training.

Updated in line with BS 7671:2018 + Amendment 3:2024, we now provide BS 7671 courses for qualified electricians, plus learning and development in a wide variety of subjects for people of all levels, including:

- IET Wiring Regulations
- emergency lighting and fire alarms
- health and safety
- electric vehicle charging point installation
- industrial and commercial electrical design.

To ensure the best possible offering to Members, we also work hand-in-hand with other leading providers to offer special courses. Plus, because we're continually listening and responding to Member feedback, many of our newer courses are created as a result of popular demand and are continually reviewed to ensure they are both relevant and up to date.

## **Training where you need it**

SELECT's high-tech Training Centre at The Walled Garden in Penicuik is a Scottish Qualifications Authority registered centre and a number of our courses have been credited and levelled by the Scottish Credit and Qualifications Framework.


But we don't just run courses at our HQ, with much of our training offered at a wide range of venues around Scotland. A wide range of courses are also available online in our e-learning classroom. And if you have sufficient numbers, a training course can even be run at your own premises.

In-house training is a cost-effective approach for organisations that want to train a large group of people. Training can either be run at the venue of your choice or we'll hold the course at The Walled Garden at no extra cost.



 **Phone**

0131 445 5577

 **Email**

[training@select.org.uk](mailto:training@select.org.uk)

 **Website**

[www.select.org.uk](http://www.select.org.uk)



# Health and safety advice

Having adequate arrangements in place for health and safety management is a key part of our membership criteria.

However, the maze of health and safety legislation can often seem daunting – which is why, in conjunction with the Building Safety Group (BSG), SELECT can provide a range of support tools to assist you in navigating the challenges.

This partnership offers a wealth of easy-to-follow and up-to-date advice to help you carry out your work successfully and, above all, safely. We do this in a variety of ways, including:

## Resources library

Free access to BSG's comprehensive library is a key part of our health and safety offering and is regularly updated and reviewed to offer the most up-to-date information.

## Training courses

As part of our in-depth training service, we also offer a variety of courses such as ECS Health, Safety and Environmental Assessment, asbestos awareness and safe isolation. As with all our training, Members can enjoy these courses at a discounted rate.

## Policy production

SELECT also offers practical assistance in the production of individual health and safety policies, risk assessments and method statements. In most cases, this service is

provided free to SELECT Members, with a small charge for more extensive assistance.

## Essential updates

We regularly issue health and safety circulars with the latest updates and guidance through our monthly newsletter, and also publish articles in our bi-monthly magazine, *cabletalk*, which is distributed to all Members and wider stakeholders.

## Advice line

For general health and safety inquiries, SELECT Members enjoy exclusive access to our dedicated advice line, provided in partnership with BSG. This service includes advice regarding pre-qualification questionnaire (PQQ) applications or renewals. This facility has proved so valuable, it has helped us develop a list of the most frequently asked questions to help other Members.



 **Health and Safety Helpline**  
0300 304 9099

Available 8.30am–5pm Monday to Thursday, 8.30am–2.30pm Fridays, except during the Christmas break.



# Free risk assessments, COSHH assessments and method statements

Conducting regular risk assessments is essential for managing the health, safety and environmental welfare of everyone affected by your business, including site operatives, sub-contractors, office staff, in-house maintenance teams and the public.

Thanks to our partnership with the Building Safety Group (BSG), all Members can use FREE online risk assessment software to help meet all health and safety obligations.

More than 70 different types of risk assessment templates are available, each pre-configured with its own set of unique control measures relevant to the hazard being assessed.

Users simply apply a risk rating for each hazard, appraised using the 5x5 risk evaluation matrix, which automatically calculates scores based on risk severity and likelihood.

Users can then apply a residual risk rating once the control measures have been considered. After an assessment has been completed, it can be saved as a PDF before being emailed to the site location where the construction work is taking place.

Using the same exclusive BSG hub, you can also access online COSHH assessments and method statements quickly and easily.

This hub also houses a wealth of other vital information, including:

- a dedicated health and safety technical support line
- more than 200 online health and safety documents
- HSE blitz notices
- safety alerts and legislation updates.

Getting started is easy. Simply register using your SELECT contact details, including membership number. Once you're signed up, you can log on at any time and create, update and edit your own suite of assessments.



 **Phone**  
0300 304 9099

 **Website**  
[www.bsgltd.co.uk/  
bsg-software-registration](http://www.bsgltd.co.uk/bsg-software-registration)





SELECT

# Employment advice

Our Employment and Skills team is here to give Members practical, business-focused solutions across a wide range of employment issues.

Backed by years of unrivalled expertise, our team has extensive experience in advising on contracts of employment, discipline, grievance, equality, discrimination, recruitment, dismissal and redundancy issues.

This background means we're able to offer constructive assistance with a range of today's most common issues, including:

- adoption leave
- bereavement leave and compassionate leave
- calculating holiday pay
- contracts of employment
- dignity at work (bullying and harassment)
- disciplinary matters
- drugs and alcohol at work
- employing foreign workers
- epilepsy in employment
- equality in employment
- flexible working
- GDPR
- investigations
- lay-off and short-term working
- parental leave
- paternity leave and pay
- pensions
- retirement
- whistleblowing
- young workers and the Working Time Regulations.

Working on behalf of the Scottish Joint Industry Board (SJIB), our Employment and Skills team also provides the following services to Members and their operatives:

- Production and maintenance of the SJIB National Working Rules and advice on their application
- Advice on all aspects of Operative Grading plus free grade checks on current and prospective employees
- Electrotechnical Certification Scheme (ECS) health, safety and environmental assessments under the Construction Skills Certification Scheme. The ECS question bank is constantly monitored and updated to ensure that questions are relevant and in line with current health and safety legislation
- Apprentice and adult electrotechnical training programmes, managed by the Scottish Electrical Charitable Training Trust (SECTT).

To help keep Members up to date with the latest updates and guidance, we regularly issue employment affairs circulars and downloads, and publish helpful articles in our bi-monthly *cabletalk* magazine.

Members can also enjoy access to our helpline – so invaluable help is never far from hand.



 **Helpline**  
0131 445 9216

Available 8.30am–5pm Monday  
to Thursday, 8.30am–2.30pm Fridays,  
except during the Christmas break.

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# SCO-CERTS

The newly upgraded SCO-CERTS service delivers a full suite of electrical certification products electronically, putting the digital paperwork you need at your fingertips – instantly.

This innovative system helps you create a full range of electronic certificates quickly and easily, and also offers a host of other tools, including a client database, scheduling calendar and installation locations.

Comprehensively upgraded at the start of 2025 in line with BS 7671:2018 + Amendment 3:2024, SCO-CERTS delivers a truly user-friendly experience, with a simple step-by-step approach to completing certificates and reports, including:

- Electrical Installation Condition Report
- Electrical Installation Certificate
- EIC Single Signature Certificate
- Minor Works Certificate.

For users who are Building Standards Approved Certifiers, it also features the ability to complete and issue a Certificate of Construction, helping you:

- Simplify the certification process by putting everything in one place
- Confirm that work complies with all aspects of Scottish Building Standards
- Complete projects where no building warrant is required.

Supported by an in-depth user guide and regularly updated in line with user feedback, SCO-CERTS is designed to be accessed by all internet-enabled devices and is available from Google Play, Windows App Store and the Apple App Store for a competitive annual or monthly fee.



Computer Scene

 Website

[www.sco-certs.co.uk](http://www.sco-certs.co.uk)





# Welfare benefits

The modern workplace can often be a hazardous environment, so it's good to enjoy peace of mind, knowing you're properly prepared if the worst does happen.

We offer an exceptional package of welfare benefits for you and your staff at equally exceptional rates. Choosing from a flexible menu of options, this range of benefits covers:

- sick pay
- death in service
- accidental death on site
- accidental dismemberment
- permanent and total dismemberment.

Each welfare benefit is specifically designed to suit your business needs and meet the requirements of all staff and operatives.

Provision also enables you to comply with the Scottish Joint Industry Board (SJIB) National Working Rules, thus providing an excellent employment package to attract and retain employees.

As with every SELECT service, you can rest assured you have comprehensive cover at a very competitive price. We also offer private medical insurance through our third-party supplier, ECIS. Further details can be found on Page 20.

 **Helpline**  
0131 445 9213

 **Email**  
michelle.courtney@  
select.org.uk

 **Website**  
[www.select.org.uk](http://www.select.org.uk)





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# Legal advice

The law can often seem like a minefield, which is why we've teamed up with a firm of Scottish legal eagles to offer Members invaluable advice.

Specialist construction lawyers Morton Fraser MacRoberts provide assistance on a variety of areas of Scots law relating to your business. This includes specialist legal advice in the fields of:

- commercial contracts
- construction
- health and safety
- personal injury.

Being a Member of SELECT also means you can access a FREE legal helpline, enabling you to receive advice on contractual disputes.

Calling this helpline gives you 20 minutes of advice free of charge. More complex queries that require further time can be dealt with for a fee agreed between you and Morton Fraser MacRoberts.



MORTON  
FRASER  
MACROBERTS

 **Helpline**

0141 303 1111

Available from 8.30am to 6.00pm

Monday to Friday, excluding public holidays.



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# Private medical insurance

As well as our comprehensive range of welfare benefits, SELECT offers Members access to private medical insurance through a third party provider, EC Insurance Services Ltd (ECIS).

Working closely with this experienced and established broker means you can quickly and easily obtain the insurance that's right for you and your business.

The ECIS experts arrange for SELECT Members to purchase cover under a private medical insurance scheme, with all benefits compliant with the terms and conditions laid down by the Scottish Joint Industry Board (SJIB).

Joining the scheme is simple, with your SELECT membership number used as your exclusive identifier – giving you one less thing to worry about.



 **Helpline**  
0330 221 0241

 **Email**  
[ecis@ecins.co.uk](mailto:ecis@ecins.co.uk)





# Professional indemnity insurance

We've teamed up with an industry expert to offer a professional indemnity (PI) insurance scheme that has been designed exclusively for SELECT Members.

Also known as professional liability or errors and omissions insurance, the cover is designed to protect businesses and individuals who provide advice, design or expertise to third parties, and can protect you if a customer alleges that you provided faulty or inadequate advice and services.

Many professions need PI insurance as part of their respective industry bodies' regulatory requirements, or if required under the terms of a contract. Though it's not a legal requirement for everyone, PI insurance should be considered as essential for any company or sole trader offering advice, design, knowledge or skills as part of their services.

PI insurance covers the cost of your legal defence, along with compensation you may need to pay out to a third party following a claim made against you. It's worth noting you don't actually need to have done something wrong to call on your PI policy cover – an allegation is enough.

Benefits of our exclusive scheme include:

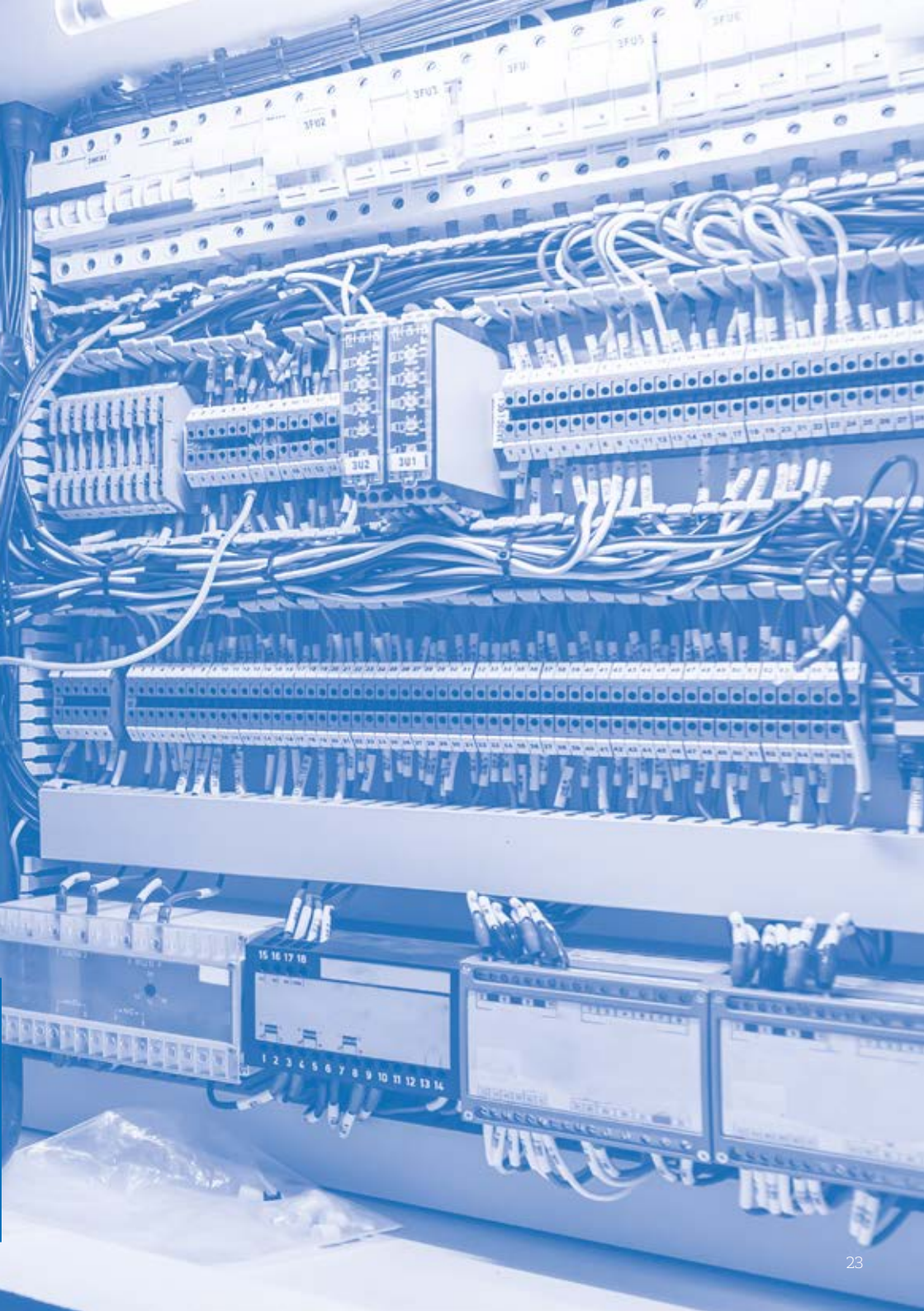
- PI insurance cover arranged with an 'A' rated insurer
- 'design and construct' policy wording
- policy limit of indemnity arranged on an 'any one claim' basis
- defence costs being payable in addition to the limit of indemnity
- competitive premiums available over
- a range of indemnity limits
- interest-free instalment facility, enabling payment over 12 months.

## HOWDEN

 **Phone**  
0117 325 0967

 **Email**  
robert.armitage@  
howdengroup.com





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# Publications and stationery

As an exclusive benefit of membership, SELECT Members can enjoy access to a comprehensive range of branded stationery that instantly demonstrates both quality and compliance with industry standards.

We offer BS 7671 certificates and reports, fire safety system certificates and a variety of other certification products, all branded with the SELECT logo.

All SELECT-branded, industry-approved stationery is available to buy at discounted rates through our online shopping facility.

If you're a Probationary Member, you can also use our Probationer BS 7671 certificates and reports to prove that you have intentions to join SELECT as a full Member.

 **Phone**  
0131 445 5577

 **Email**  
[technical@select.org.uk](mailto:technical@select.org.uk)





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# Promotional support

We use a wide range of modern methods to promote Members and their work to audiences across Scotland and beyond.

One of the most popular methods is our website, where potential customers can quickly find a Member business through our easy-to-use 'Find a Contractor' search.

Members' work is also actively promoted to thousands of specifiers and stakeholders through our bi-monthly *cabletalk* magazine, whose print and digital articles can spread your message even more widely.

We make extensive use of social media to communicate with Members and the public across Facebook, LinkedIn and Instagram. We also host a dedicated YouTube channel and run three rapidly-growing X accounts for training, regulation and general SELECT updates.

We also issue regular press releases and work with various media outlets to spotlight both Member achievements and the wider SELECT brand.

Being a recognised part of this brand also has its benefits, as we conduct national broadcast campaigns to build recognition of our work and, more importantly, the work of our Members.

Displaying the SELECT logo prominently on your stationery, vehicles and workwear can help you harness the power of such promotion – and maximise your exposure.

 **Phone**  
0131 445 5577

 **Email**  
memberservices@  
select.org.uk





# Spirit of excellence

Scott Lindsay's career journey saw him leave the island of Islay for adventures overseas, but his return was a true labour of love as he made his mark at SELECT Member firm the Bruichladdich Distillery

WORDS  
TIM POWER

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# Car and commercial vehicle support

Today's business vehicle landscape can often drive you round the bend, with low emissions zones and electric vehicles just a couple of obstacles to navigate.

Our fleet partners, Pike + Bambridge, offer practical advice to all SELECT Members about new vehicles, vehicle finance and vehicle management.

Over the past four years, its experts have supplied more than £2 million worth of cars and vans to Members, giving businesses more time and less hassle when it comes to sourcing new vehicles.

Thanks to its close relationship with major manufacturers, SELECT Members can enjoy a genuine competitive advantage in terms of discounts, as well as a tailored finance offering to suit everyone from sole traders to multinationals.

For businesses that run more than five vehicles, its experts also offer Sweet Fleet Analysis which appraises costs, compliance and control of a fleet and results in savings, efficiencies and robust management policies in line with current legislation.

Before buying a new car or van, speak to one of the dedicated SELECT account managers at Pike + Bambridge – and find out how they can put your business in the driving seat.



PIKE + BAMBRIDGE



**Helpline**

0131 563 7493



**Email**

office@pikeandbambridge.co.uk





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# Workwear

In today's crowded market, it's more important than ever to create the right impression with your customers. Now, looking professional is easy thanks to SELECT's exclusive branded workwear, which delivers great value garments at preferential rates.

Thanks to our arrangement with an experienced third party supplier, you can choose from a wide range of top quality clothing, from polo shirts and fleeces to

beanie hats, trousers and winter jackets. Whether you're kitting out your whole business, or just need a few items, each garment can be branded in your own company style, along with the SELECT logo.

Ordering is quick and easy – just choose what you need from the website and your order will soon arrive, branded with your logo and the SELECT mark to ensure you're always dressed to impress.



 **Phone**  
0141 221 1030

 **Website**  
[www.workwearselect.co.uk](http://www.workwearselect.co.uk)





# Other services

## Estimates and quotations

Providing estimates and quotations is an all too familiar part of being an electrician, but it can also be a time-consuming job.

We're happy to alleviate the strain by providing guidance on estimates and quotations. We also publish a useful 'Conditions of Trading' template that can be used to accompany these if none are stipulated by the customer. In addition, we offer information on Hypothetical Chargeable Rates and Prime Costs for Dayworks.

## SELECT TV

Members can now enjoy a wealth of exclusive guidance and advice via our dedicated online resource, SELECT TV.

Hosted on YouTube and on the MY SELECT section of the website, this extensive video library offers a wide range of information in short, easy-to-follow films. Topics include:

- Technical advice from our in-house team
- Contracts guidance
- Commercial and payment information
- Health and safety issues
- Employment.

Videos can only be accessed by Members – putting engaging and informative solutions at your fingertips, instantly.

### Phone

0131 445 5577

### Email

memberservices  
@select.org.uk

### Website

[www.select.org.uk](http://www.select.org.uk)



SELECT TV

### Website

[www.select.org.uk](http://www.select.org.uk)







# Where to find us

The Walled Garden,  
Bush Estate, Midlothian  
EH26 0SB

Tel: 0131 445 5577  
admin@select.org.uk

Visit our websites at:  
select.org.uk  
cabletalkmagazine.com  
selectawards.co.uk

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Follow SELECT online at:



@Updates\_SELECT  
@Training\_SELECT  
@Regulate\_SELECT



SELECT.TheECAofS



@SELECT\_Trade\_Association

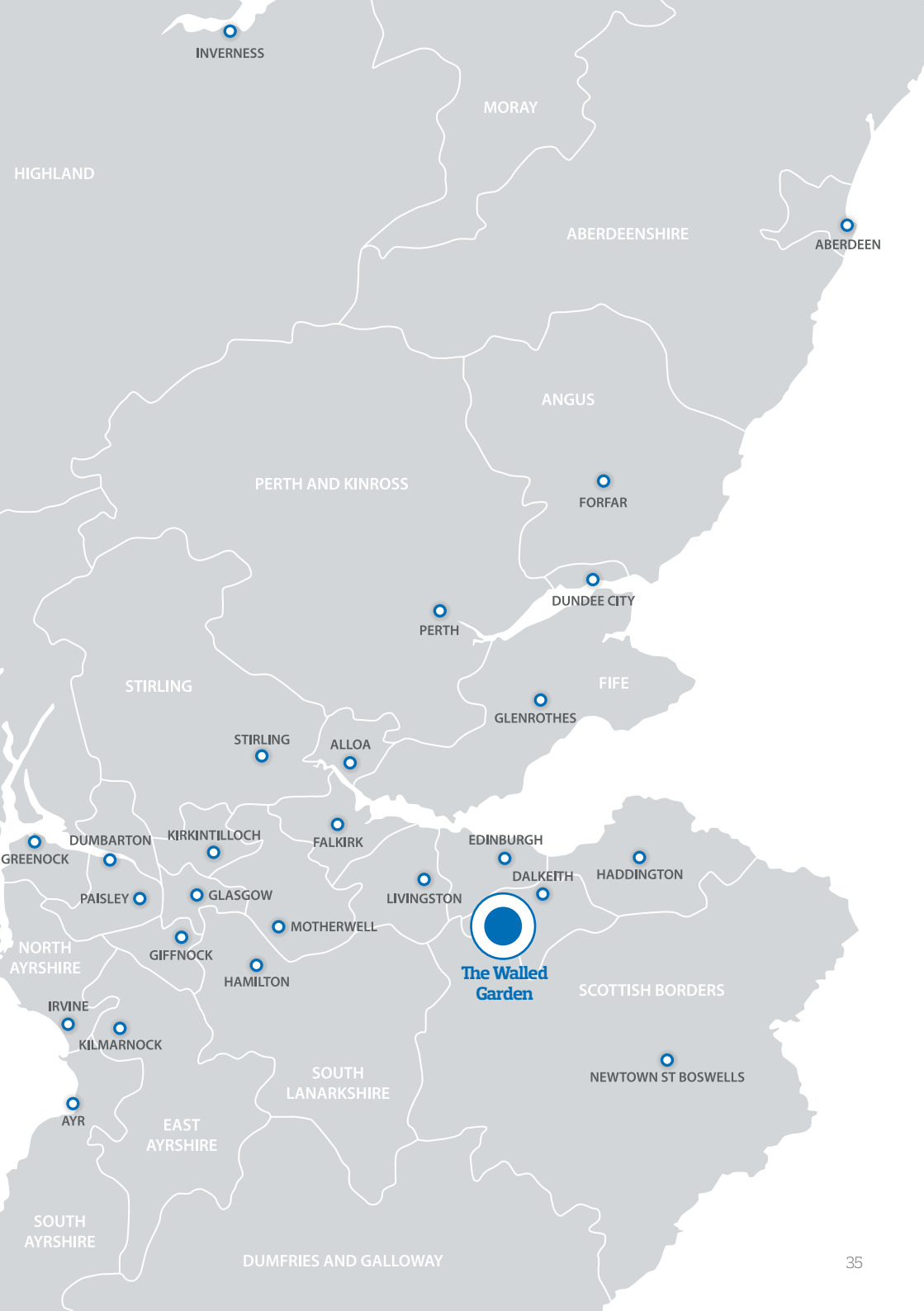


Please phone our membership team on **0131 445 5577** to apply to become a Member of SELECT or if you would like more information about joining.

Alternatively you can email us on **memberservices@select.org.uk** or submit an online enquiry.

ARGYLL  
AND BUTE

LOCHGILPHEAD



**The Walled Garden**



Founded in 1900, SELECT is Scotland's largest construction trade association.

It has over 1,200 Member businesses, who collectively have an annual turnover of around £1 billion and employ over 15,000 people and 3,500 apprentices.

SELECT also delivers training courses to more than 3,500 electricians each year and is committed to regulation of the industry for a safer Scotland.

The Walled Garden  
Bush Estate  
Midlothian EH26 0SB  
Tel: 0131 445 5577

**[www.select.org.uk](http://www.select.org.uk)**

February 2025