

The Steeplejack and Lightning Protection Training Group (SLPTG)



TRAINING GROUP

Claim your £500 for 2017!

Don't miss out on the opportunity to claim your share of the additional grant which has been awarded to the Steeplejack and Lightning Protection Group (SLPTG) by CITB!

A proportion of the grant has been allocated to allow members to claim for administrative and management training undertaken by employees during 2017. Members who are CITB-registered can claim for any of the courses listed below for any employee who is included in their levy return.

What can you claim for?

Each member can claim **£500** per company towards any of the following courses:

Supervisors

- **SSSTS or SMSTS**
- **Line Management or Supervisory Training**

Office-based Staff and Managers

- **Marketing**
 - Website development, advertising and measuring customer satisfaction.
- **Management Training**
 - Business analysis and planning, business finance, estimating and cost control and sales and tendering. This includes any [CITB short duration](#) management training.
- **Finance**
 - Financial planning, managing cash flow, finance and accountancy software training.
- **Administration**
 - Microsoft Office training.

The Steeplejack and Lightning Protection Training Group

6-8 Bonhill Street, London, EC2A 4BX

Tel: 0844 249 0023 Fax: 0844 249 0025

Website: www.slptraininggroup.org.uk Email: info@slptraininggroup.org.uk

Registered Company Number: 05025611 VAT Number: 690 1700 50

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How long is the grant available for?

The grant is available from the Training Group via CITB until 14 December 2017. The grant is available on a **first-come, first-served basis** and you are advised to contact the Training Group with details of your training as soon as possible to ensure grant allocation.

How can you claim?

CITB have now changed the rules for additional grant claims in 2017. To claim your £500, please ask your training provider to "CC" the Steeplejack and Lightning Protection Training Group (SLPTG) into the invoice they send you. You will then need to send SLPTG:

- A copy of the training provider invoice
- Details of the duration of the course and who attended
- An invoice for £500 addressed to The Steeplejack and Lightning Protection Training Group Ltd.

The Training Group is not able to guarantee that training claims will be approved by CITB.

The grant will **not** affect your eligibility to claim the £50 short duration training grant or the CITB Sector Specific Training Plan or the Training and Development Plan grant from CITB.

Where can I get further information?

For further information, or to discuss your claim, contact the Training Group on **0844 249 0023** or via info@slptraininggroup.org.uk.

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