Institute for Sustainability

secbe
South East Centre for the Built Environment

EUROPEAN REGIONAL DEVELOPMENT FUND

FLASH+ Membership Registration Form

*Please complete this form as fully as you can. * Indicates compulsory information that is essential to secure funded support*

Business Details Section 1

Organisation Name* *(If you are a Sole Trader this must be your trading name*)*					
Company registration No or Unique Tax Reference Number (UTN) or Charity registration No*					
Main Contact details*	Title:	Name:	Surname:		
Position / Job title*					
Address*					
Postcode*		County			
Telephone Details*	Direct Tel:		Mobile:		
Email Address*			Website		

Business Details Section 2

Year Organisation started trading:		Number of direct employees: (*Full Time Equivalent)**			
Company Activity Description				Turnover (£pa)*	
To qualify for the FREE business support, a company must have less than 250 employees and a turnover less than c.£35m					
Please tick the relevant* box for your organisation	Sole Trader/ Self Employed	Private Limited Company	Social Enterprise	Partnership	Other (please state)

Policies for Public Sector Procurement: In order to win Public Sector contracts, potential suppliers are required to have the policies listed. Please identify those you have in place now.

Policy Documents in existence	**Health and Safety**		**Environment**		**Quality Assurance**		**Equal Opportunities**		**PAS 2050 (Public Standard for measuring carbon footprint)**	
	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No

CompeteFor is the website that allows the business community to compete for contract opportunities in the Public Sector. Registration ensures businesses are matched with contract opportunities as they arise. Has your company registered and published your business profile on this system?

YES	NO	

Knowledge Transfer Partnerships: Have you ever worked with a University to improve your business?

YES	NO	If yes please specify the University and department *:	

In accordance with the Data Protection Act 1998 we guarantee that information given on this form will not be used to discriminate against you in any way. Information will not be shared with any third party or used for any reason other than to measure the impact and success of this project. DCLG is committed to ensuring that public funds are distributed equally so that all the region's diverse communities can benefit from their work. Accordingly we would be grateful if you complete the following section.

Organisation Ownership Details* *(If a charity or social enterprise please interpret ownership to mean your trustees)*

Is your organisation more than 25% owned by a Large Enterprise? (i.e. a company or Group with a combined turnover greater than £42 million or employing more than 250 people).

YES	NO	Other:	

Does the owner of the organisation have a disability or a health condition as defined in the Disability Discrimination Act 1995?* (This includes, but is not limited to, medical conditions such as diabetes, cancer, MS, asthma, mental health conditions, learning difficulties, mobility difficulties, hearing or sight impairments).

YES	NO	Other:	

The Institute for Sustainability is keen to ensure full accessibility to the programme, if you have any specific requirements please let us know.
(This could include meeting times, break allowances, prayer facilities meeting location, information in alternative formats)

How would you describe the gender ownership of your business?*

Male Majority	Female Majority	Equal Ownership	Prefer not to say

How would you best describe the ethnic ownership of your organisation?*

A. White/White British		**B. Mixed Race**		**C. Asian/Asian British**	
White British		White & Black Caribbean		Indian	
White Irish		White & Black African		Pakistani	
Other White background		White & Asian		Bangladeshi	
		Other Mixed background		Other Asian background	
D. Black/Black British		**E. Chinese/Other Ethnic Group**			
Caribbean		Chinese		**Prefer not to say**	
African		Any other Ethnic Group			
Other Black background					

Data Protection & Sharing Agreement

The FLASH+ project will need pass the information on this form to DCLG's European Programmes Monitoring Unit in order to access funding for activities. Please tick the box if you would NOT like your details to be used in the way (this would prevent you from receiving funded support through FLASH+)	NO ☐
The FLASH+ project may wish to pass your details to project partners or delivery organisations working with us, for example to a University in your area which offers knowledge transfer support. Please tick the box if you would NOT like your details passed on. We will inform you of who these these organisations are at time of referral.	NO ☐

Marketing Data

How did you hear about us?	

I agree to participate in the FLASH+ project to a minimum of 12 hours.

Your Flash + project membership makes you part of the the extended Flash+ network

Signed: …… Print name: ……..... Date: …… …….

Please print and return completed registration forms to your Network Manager with an original signature

Name: Julian Carter
Organisation: SECBE
Address: Room 21, 100 Longwater Avenue, Green Park, Reading, RG2 6GP