

APPLICATION FORM - ALTERNATE EXAM WINDOW FORM

Submit this form to generalinfor@ihrc-international-certification.com

Website: www.ihrc-international-certification.com



APPLICATION INSTRUCTIONS

- 1) This form **MUST** be attached with the original application form.
- 2) Fill out all pages of this application.
- 3) Please tick [✓] chosen course and preferred **EXAM WINDOW DATE**

Please state your reason (not attending):

CERTIFICATION DETAILS

- [] Self-Sponsored
 [] Company Sponsored

EXAM FEE

- [] RM1000 IDC TH PARTICIPANT
 [] RM1700 NON IDC TH PARTICIPANT OR EXAMINATION ONLY

- **RM150 ADDITIONAL CHARGE WILL BE IMPOSED FOR ALTERNATE EXAM WINDOW TAKEN**

CANDIDATE DETAILS

Full Name (As per IC/Passport):	Name of Company
_____	_____
Email:	Mobile No.:
_____	_____
Job Title:	Date of Birth (dd/mm/yy):
_____	_____

FOR IHRC OFFICE USE ONLY

APPROVED **REJECTED** : _____

Verify By:

Signature: _____

Name: _____

Date: _____

Certification Payment Status

INCOMPLETED **PAID**

IHRC CERTIFICATIONS LIST

- | | |
|---|---|
| [] IICS 1.1 CERTIFIED QC-INSPECTOR (STATIC EQUIPMENT) ("SOURCE INSPECTOR") | [] IICS 4.3 CERTIFIED TOWER CRANE INSPECTOR (in reference to ASME 30.3, BS 7121-2-1 & ISO 23814) |
| [] IICS 1.3 CERTIFIED REFRACTORY INSPECTOR (NEW INSTALLATIONS) (in reference to API 936) | [] IICS 5.5 CERTIFIED ULTRASONIC THICKNESS EXAMINER |
| [] IICS 1.4 LEAK & PRESSURE TESTING PERSONNEL | [] IICS 6.1 INSPECTION ANALYSIS AND REPORT WRITING USING TRADITIONAL AND AI METHODS |
| [] IICS 1.5 CERTIFIED PROCESS PIPING INSPECTOR (in reference to ASME B31.3) | • TSCS 1.1 PROCESS PIPING SPECIALIST |
| [] IICS 2.1 CERTIFIED PRESSURE VESSEL INSPECTOR (in reference to API 510) | [] CERTIFIED PROCESS PIPING INSPECTOR (ASME B31.3 OR API 570) |
| [] IICS 2.2 CERTIFIED PROCESS PIPING INSPECTOR (in reference to API 570) | [] PIPING DESIGN & ARRANGEMENT AND DETAILED ENGINEERING OF PROCESS PIPING SYSTEMS |
| [] IICS 2.3 CERTIFIED STORAGE TANKS INSPECTOR (in reference to API 653) | [] PIPING FLEXIBILITY & STRESS ANALYSIS |
| [] IICS 2.4 CERTIFIED REFRACTORY INSPECTOR (in reference to API 936 & API 982) | [] TSCS 1.2 QUALIFIED BOLTING AND FLANGE JOINT INTEGRITY SPECIALIST (in reference to ASME PCC-1) |
| [] IICS 2.5 CERTIFIED REFRACTORY INSPECTOR (INSTALLATIONS IN SERVICE) (in reference to API 982) | [] TSCS 1.3 CERTIFIED PRACTITIONER "REPAIR OF PRESSURE EQUIPMENT, STORAGE TANKS, & PIPING" |
| [] IICS 2.6 CERTIFIED PRESSURE RELIEF VALVES INSPECTOR | [] TSCS 1.4 CERTIFIED RISK BASED INSPECTION PRACTITIONER (API 580/ API 581) |
| [] IICS 2.7 CERTIFIED INSTRUMENTATION INSPECTOR | [] TSCS 1.5 CERTIFIED PUMP PRACTITIONER |
| [] IICS 2.8 CERTIFIED GALVANIZING INSPECTOR (in reference to ISO 1461) | [] TSCS 1.6 CERTIFIED CORROSION & MATERIALS PROFESSIONAL - API 571 |
| [] IICS 2.9 CERTIFIED COMPOSITE REPAIR SYSTEM (CRS) INSPECTOR (in reference to ASME PCC-2) | [] TSCS 1.7 CERTIFIED FITNESS FOR SERVICE (FFS) PRACTITIONER (API 579/ASME FFS-1) |
| [] IICS 3.0 CERTIFIED VISUAL WELDING INSPECTOR (LEVEL 1) | [] TSCS 1.8 PRACTITIONER "ASME DIV. 1 - UNFIRED PRESSURE VESSEL" |
| [] IICS 3.1 CERTIFIED WELDING INSPECTOR | [] TSCS 1.9 PRACTITIONER "ASME 1- POWER BOILER" |
| [] IICS 3.2 PERSONNEL REVIEWING WELDING PROCEDURES & WELDER CERTIFICATIONS IN ACCORDANCE WITH ASME SECT. IX & AWS D1.1 | [] SDCS 1.1 (L. 2) CERTIFIED PERSONNEL WORKING AT HEIGHT- LEVEL 1 + 2 |
| [] IICS 4.1 CERTIFIED OFFSHORE CRANE INSPECTOR (in reference to API 2D-2 & ISO 23814) | [] SDCS 1.1 (L. 3) CERTIFIED PERSONNEL WORKING AT HEIGHT (ADVANCED WaH AND RESCUE) - LEVEL 3 |
| [] IICS 4.2 CERTIFIED MOBILE CRANE INSPECTOR (in reference to ASME B30.5 / ISO 23814) | |

* **COMPUTER BASED EXAMINATION** * Refer below for available **EXAM WINDOW** & select **PREFERRED EXAM WINDOW DATE**

EXAM WINDOW (PHYSICAL EXAM 9:00 AM - 5:00 PM)

- | | | | |
|--------------------|---------------------|--------------------|--------------------|
| [] 2 MAR 2025 | [] 16 MAY 2025 | [] 15 JULY 2025 | [] 02 NOV 2025 |
| [] 13-15 MAR 2025 | [] 15 JUNE 2025 | [] 15 AUG 2025 | [] 13-15 NOV 2025 |
| [] 19 APRIL 2025 | [] 23-25 JUNE 2025 | [] 11-12 SEP 2025 | [] 18 DEC 2025 |

INITIAL CERTIFICATION IHRC CERTIFIED OFFSHORE CRANE INSPECTOR (API 2D-2)

Website: www.ihrc-international-certification.com



TO BE COMPLETED BY APPLICANT

I confirm, that I have read and comply with the pre-examination entry requirements as laid down in the IHRC Requirement Documents – DOCUMENT No. IHRC-RfC-D01-OSCI-API 2D-2 (09.2024-REV-0) and understand that any fraudulent claim may result in the retraction of any certifications issued.

Please tick the appropriate box and provide the required details to meet the exam requirements you are applying for.

IICS 4.1A ASSOCIATE OFFSHORE CRANE INSPECTOR (LEVEL 1)

Candidate with less than 2 years working experience in the field of Crane Inspector

Attended an IHRC approved training course at the appropriate level prior to examination

Training Course Title : _____

Date Attended : _____

Name of Institution : _____

IICS 4.1 OFFSHORE CRANE INSPECTOR (LEVEL 2)

Crane Inspector for a minimum duration of 2 years with working experience related to the duties and responsibilities listed in Clause 1.2.2 under qualified supervision, independently verified.

Certified IICS 4.1A Offshore Crane Inspector (Level 1) for a minimum duration of 2 years with job responsibilities in the areas listed in Clauses 1.2.1 and 1.2.2. DOCUMENT No. IHRC-RfC-D01-OSCI-API 2D-2 (09.2024-REV-0)

Crane Inspector with minimum duration of 2 years related working experience.

CANDIDATE QUALIFICATIONS		
AWARD(S) ACHIEVED / MAJOR	NAME OF INSTITUTION	ACHIEVEMENT DATE

CANDIDATE EMPLOYMENT DETAILS - CURRENT

Company Name : _____ Employment Period : _____

Company Address : _____ Company Phone No. : _____

Supervisor's Name : _____ Supervisor's Job Title : _____

Supervisor's Email : _____ Supervisor's Phone No. : _____

Candidate's Job Title / Detailed Description of Responsibilities : (CV shall be attached)

Verified By

Name : _____

Job Title : _____

Date : _____

Signature & Company Stamp - Compulsory

INITIAL CERTIFICATION— CONT'D

IHRC CERTIFIED OFFSHORE CRANE INSPECTOR (API 2D-2)

Website: www.ihrc-international-certification.com



CANDIDATE EMPLOYMENT DETAILS - PREVIOUS

Company Name	:	_____	Employment Period	:	_____
Company Address	:	_____	Company Phone No.	:	_____

Supervisor's Name	:	_____	Supervisor's Job Title	:	_____
Supervisor's Email	:	_____	Supervisor's Phone No.	:	_____

Candidate's Job Title / Detailed Description of Responsibilities : (CV shall be attached)

Company Name	:	_____	Employment Period	:	_____
Company Address	:	_____	Company Phone No.	:	_____

Supervisor's Name	:	_____	Supervisor's Job Title	:	_____
Supervisor's Email	:	_____	Supervisor's Phone No.	:	_____

Candidate's Job Title / Detailed Description of Responsibilities : (CV shall be attached)

Company Name	:	_____	Employment Period	:	_____
Company Address	:	_____	Company Phone No.	:	_____

Supervisor's Name	:	_____	Supervisor's Job Title	:	_____
Supervisor's Email	:	_____	Supervisor's Phone No.	:	_____

Candidate's Job Title / Detailed Description of Responsibilities : (CV shall be attached)

INSPECTOR CERTIFICATION AGREEMENT

(Effective on Date of Inspector's Certification)

This Agreement is between IHRC International Human Resources Certification Sdn Bhd (hereinafter "IHRC") and the Candidate (the "Inspector").

Whereas, IHRC certifies Inspectors and other Technical personnel that meet the guidelines and requirements as laid down in the IHRC Requirement Documents – DOCUMENT No. IHRC-RfC-D01-OSCI-API 2D-2 (09.2024-REV-0).

Whereas, Inspector desires to obtain certification under the IICS International Certification Scheme (IICS).

Now therefore, in consideration of the mutual covenants hereinafter stated, the parties agree as follows:

1. Inspector agrees to comply with all of the program policies and requirements.
Inspector agrees and understands that IHRC shall be the sole judge of whether the Inspector has the appropriate qualifications to become certified, remain certified, or to be recertified.
2. The Inspector agrees not to make any misrepresentations concerning the Inspector's certification status or the program.
The Inspector agrees not to perform any acts, which directly or indirectly assist a third-party in making any misrepresentation relating to the Program.
3. The Inspector understands and agrees that the program is designed to assist users in identifying Inspectors who have satisfied the minimum qualifications specified in the applicable industry standards and that IHRC does not warrant or guarantee the competency of any Inspector certified under this program.
The Inspector agrees not to mislead customers or the public about the scope and purpose of this program.
4. The Inspector authorizes IHRC to release information to regulatory agencies, current or potential employers, or other interested parties concerning the Inspector's certification status. IHRC agrees to take reasonable measures to ensure that any information that is released is accurate. However, IHRC does not warrant or guarantee the accuracy of any information that is released and specifically disdains any liability relating to the release of this data.
5. The Inspector understands and agrees that the Inspector's certification will not be renewed unless the Inspector satisfies all of the program requirements for renewal and submits the appropriate documents and renewal fee to IHRC within the time frame specified by IHRC.
6. Inspector understands and agrees that IHRC may modify the requirements for an Inspector to obtain, maintain, or renew the certification at any time. If IHRC' requirements are modified, IHRC shall determine the date by which the new requirements become effective.
Inspector agrees to comply with the modified requirements within the deadline specified by IHRC.
IHRC agrees to attempt (but assumes no duty) to notify Inspector of significant changes to the program by either giving notice:
(1) at the Inspector's last known e-mail address, or
(2) by posting the changes on the IHRC website.
It is the responsibility of the Inspector to notify IHRC of address and e-mail changes. The failure of IHRC to notify Inspector of a renewal date or modification of the program does not relieve the Inspector of the responsibility to file a timely renewal application or to comply with new certification requirements. It is the responsibility of the Inspector to obtain this information by contacting IHRC or by checking the IHRC website for updates.
7. Inspector agrees to indemnify IHRC for any losses or damages resulting from the breach of the terms of this Agreement by the Inspector.
8. The Inspector agrees and understands that IHRC may terminate an Inspector's certification if IHRC determines that the Inspector has:
(1) made material errors, omissions, or misrepresentations on the application or in any other documents submitted to IHRC, or
(2) violated any terms or conditions of this Agreement or program policies or requirements.
IHRC also may terminate the program at any time and for any reason deemed appropriate by IHRC.
Upon termination, with or without cause, of any rights or authority conferred by this Agreement, or upon expiration/termination of the Inspector's certification, Inspector agrees to return all certification documents to IHRC within 30 days.
9. The Inspector shall not use any trademark of IHRC or name of IHRC including any abbreviation thereof, in any publicity, advertising, or for other promotional purposes without the prior written approval of IHRC.
10. This agreement shall not and is not intended to benefit or to grant any right or remedy to any person or entity that is not a party to this Agreement.
11. This instrument contains the entire and only agreement between the parties.
No oral statements or representations not herein contained shall have any force and effect.
12. Paragraphs 2, 3, 4, 5, 6, 7, 8, and 9 survive termination of this agreement.
13. Inspector agrees not to refer himself as IHRC' agent nor refer to the relationship between the parties as a joint venture or partnership or in any manner inconsistent with this Agreement. Inspector shall have no authority to act or contract on behalf of IHRC.
14. IHRC makes no express or implied warranties regarding the program or potential benefits of the certification to the Inspector.
15. Inspector understands and agrees that Inspector is not granted any rights under the program or this Agreement until IHRC has determined that the Inspector has satisfied all of the program requirements and has issued a Certificate to the Inspector.
The Inspector's certification shall be effective on the date that is noted on the Certificate and shall be effective for a period of three years unless terminated pursuant to the terms of this Agreement.
16. This Agreement shall be governed by and construed in accordance with the laws of the Malaysian Government, without regard to the rules regarding conflicts of law. The parties agree that any action, suit, or proceeding based upon any matter, claim, or controversy arising hereunder or relating hereto shall be brought exclusively in the federal or state courts located in Kuala Lumpur, Malaysia.
The parties consent to the jurisdiction and venue of such courts, and waive any objections to the jurisdiction and venue thereof.

I, the undersigned, certify that I have read and fully comprehend this form, and agree to comply with the conditions specified above.

Candidate's Name	: _____	Date of Application	: _____
Candidate's Email	: _____		
Candidate's Address	: _____	Candidate's Signature	: _____
(Home/Residence)	_____	IHRC Reviewer's Name	: _____