



# CMSE

## Certified Machinery Safety Expert

Terms and Conditions





## **Terms and Conditions**

### **1. APPLICATION**

Application for CMSE (Certified Machinery Safety Expert) training is made by completing the CMSE application form. CMSE application forms may be downloaded from the CMSE web site ([www.CMSE.com](http://www.CMSE.com)) or can be requested from the local CMSE organisation.

Forms must be submitted in excel format only – forms will not be accepted in any other format.

In case of error or omissions on the CMSE application, the form may be returned to the candidate for further information or clarifications may be requested.

### **2. COURSE PRE- REQUISITES**

CMSE training is aimed at professionals involved in machine specification, design, construction, safety, maintenance and/or upgrades, such as Automation, Electrical, Mechanical Engineers, Machine Designers, Maintenance Personnel, Project Engineers, Safety Engineers and Health and Safety Managers.

Candidates need to prove at least one year of practical experience in one or several areas relating to machinery safety (for example, technology, safety-related design and construction, safety-related maintenance and repair).

Ideally, candidates must possess formal qualifications in the areas of general science/ engineering/ technology/ construction & design or maintenance & repair of machinery from a University/Technical College of which the training lasted 2 or more years.

If no professional training or no degree of a technical college, university of applied sciences or university is available, long-term professional experience can be recognised.

Candidates may be requested to submit scanned copies of the qualifications to verify entry criteria are met. Only currently valid certificates require submitting.

### **3. CONFIRMATION OF PARTICIPATION**

Candidates who meet the pre-requisite eligibility requirements will receive written confirmation of registration within five working days. As the number of participants is limited, applications will be accepted on a first-come first-served basis. Participants' will receive written confirmation with confirmed training dates, location etc. in advance of the training.

By submitting the CMSE application, participants agree to abide by CMSE terms and conditions.

Pilz shall contact participants who do not meet the eligibility requirements to advise possible alternatives.

### **4. PROVISION**

The training fee entitles the participant to the following provisions: participation, training documentation, examination fee, and TÜV NORD certificate on successful completion of an examination.

Lunch and coffee breaks with snacks and drinks are also provided as part of the course fee.

### **5. EXAMINATION**

Each participant must attend the five CMSE modules of training and must sit a multiple choice examination on the afternoon of the fourth day. Rules of examination must be



adhered to by all participants. The examination shall be offered in the language of the Pilz country organising the CMSE training.

Participants are given 60 minutes to complete an open book examination consisting of 40 multiple choice questions. A minimum of 32 correct answers out of 40 must be achieved in order to attain CMSE certification (corresponding to a score of 80% or higher).

Results shall be communicated by email to each participant three weeks after the examination – results will not be provided over the phone. Participants that are unsuccessful in the examination will be advised of possible examination resit dates.

#### 6. CERTIFICATION

Participants who successfully complete the CMSE Examination, shall receive a TÜV NORD accredited certificate which is valid for a period of four years. Once the four years have elapsed, participants must return for one day refresher training in order to retain certification. Refresher training will consist of a review of legislation changes in relation to machinery safety, along with the introduction of new machinery safety developments and technologies.

Candidates must agree to the Obligations of Certification as stated in the application form in order to attend training as follows:

- To inform Pilz of changes of address
- To inform Pilz of any complaints raised against any participant within the area of application of the certificate
- Stay updated on the latest status of policies on machinery safety
- To attend a one day refresher training every four years.

#### 7. CANCELLATION

Participants may be substituted at any time up to course commencement with no extra charge.

Cancellation fees may be found within section 9 of the CMSE Application Form.

If the training course is oversubscribed or cancelled by the CMSE Organisation due to insufficient numbers, participants will be advised 10 working days in advance. Every effort will be made to provide a suitable replacement booking.

CMSE Organisation reserve the right to alter or cancel dates or venues and the full fee will be refunded in these cases.

#### 8. FEES

The training fees stated are per participant and include all tuition and documentation. Fees are understood as the price per person plus any applicable taxes.

Fees may be subject to alteration and should be confirmed at the time of booking. The fees do not include participant accommodation.

Payment terms may be found within section 9 of the CMSE Application Form.

#### 9. SAFETY

Course attendees should observe all safety guidelines issued by Pilz on arrival to the training. For courses on site at customer's premises, the responsibility for safety lies entirely with the customer. Any damage to materials or personal damage that may occur within customer premises is the liability of the customer.



## 10. EXCLUSION OF LIABILITY

Pilz reserves the right to cancel training courses, even after participation has been confirmed. If necessary, we also reserve the right to change the venue and/or time. This shall not constitute grounds for compensation from Pilz.

Pilz will to the best of their ability endeavour to provide accurate course content and materials. However, due to the continuously changing nature of the regulations and standards, they shall have no liability whatsoever in contract, tort, including negligence, breach of statutory rights or otherwise, for any loss or damage suffered as a consequence of or due to information provided during the training.

Pilz accepts no responsibility whatsoever for errors or omissions in technical information that is provided either verbally or in writing during training or is contained in the documentation. Neither does Pilz accept responsibility for any consequential damage or loss.

## 11. COPYRIGHT

It is forbidden to make any audio, video or other form of recording of the training proceedings. Seminar documents shall not be duplicated, forwarded, utilised or made available to third parties for unauthorised purposes. Any infringement shall entitle the CMSE Organisation to seek compensation.

All course materials etc. are copyright of the CMSE Organisation and may not be reproduced in any form or media without the express written permission of Pilz.

The CMSE Organisation reserves the right to adjust the content of any course to reflect any new developments that may occur.

CMSE is a registered trademark of Pilz GmbH & Co. KG.



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