

City & Guilds NPTC

Certificate of Competence Changes

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For external use



Document revision history

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1. City & Guilds NPTC Upcoming Changes

We are transitioning our Certificate of Competence service to integrate with the core systems of City & Guilds. This move aims to enhance the robustness and sustainability of our offerings, ensuring that our customers receive a more reliable and efficient service. Improving customer experience with digital solutions and maintaining the high standards of quality and security. This integration will also allow us to better support our customers' needs and adapt to future challenges, providing a solid foundation for continued growth and innovation.

1.1. What changes are we making:

Offering digital solutions for the future in the first phase of our change plan, we will integrate our Certificate of Competence service with the core systems of City & Guilds. This integration aims to provide digital solutions for future achievements, enhancing the efficiency and accessibility of our services.

1.2. How do these changes impact me as a learner?

The integration aims to provide digital solutions for future achievements:

- **Digital ID Cards:** For all new learner achievements, we will transition to issuing digital-only ID cards. This means physical ID cards will no longer be provided.
- **e-Certificates:** Electronic certificates will be made available through approved centres, in addition to the standard physical certificates. This offers learners more flexibility in accessing their achievements.
- **Transport of Animals Certificates:** All new achievements in the Transport of Animals category will be issued with a digital "block certificate" only. Each certificate will include a unique 16-digit certificate number for verification purposes.
- **Scheme and Unit Numbers:** While our products will remain the same, you will notice changes in some scheme and unit numbers. These adjustments are necessary to align with the systems we are integrating.

1.2 How do these changes impact me as an employer?

Offering digital solutions which are easily accessible and simple to verify.

- **Digital ID Cards:** For all new learner achievements, we will transition to issuing digital-only ID cards these will be introduced in May 2025. Our ID cards can be verified

using the QR code provided, making it simple to check any future employees' have the necessary competence for the job.

- e-Certificates: Electronic certificates will now be offered to our learners; these can easily be verified using the 16-digit code or by scanning the QR code provided.
- Transport of Animals Certificates: All new achievements in the Transport of Animals category will be issued with a digital "block certificate" only. Each certificate will include a unique 16-digit certificate number for verification purposes.
- Scheme and Unit Numbers changes, our products remain, however some scheme and unit numbers have changed to adapt to our new system. We have provided a mapping document to assist with this change.
- Product Adaptations: Alongside the re-platforming, our Product Team has made several adaptations to existing products.
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2. e-Certificates and Digital ID cards

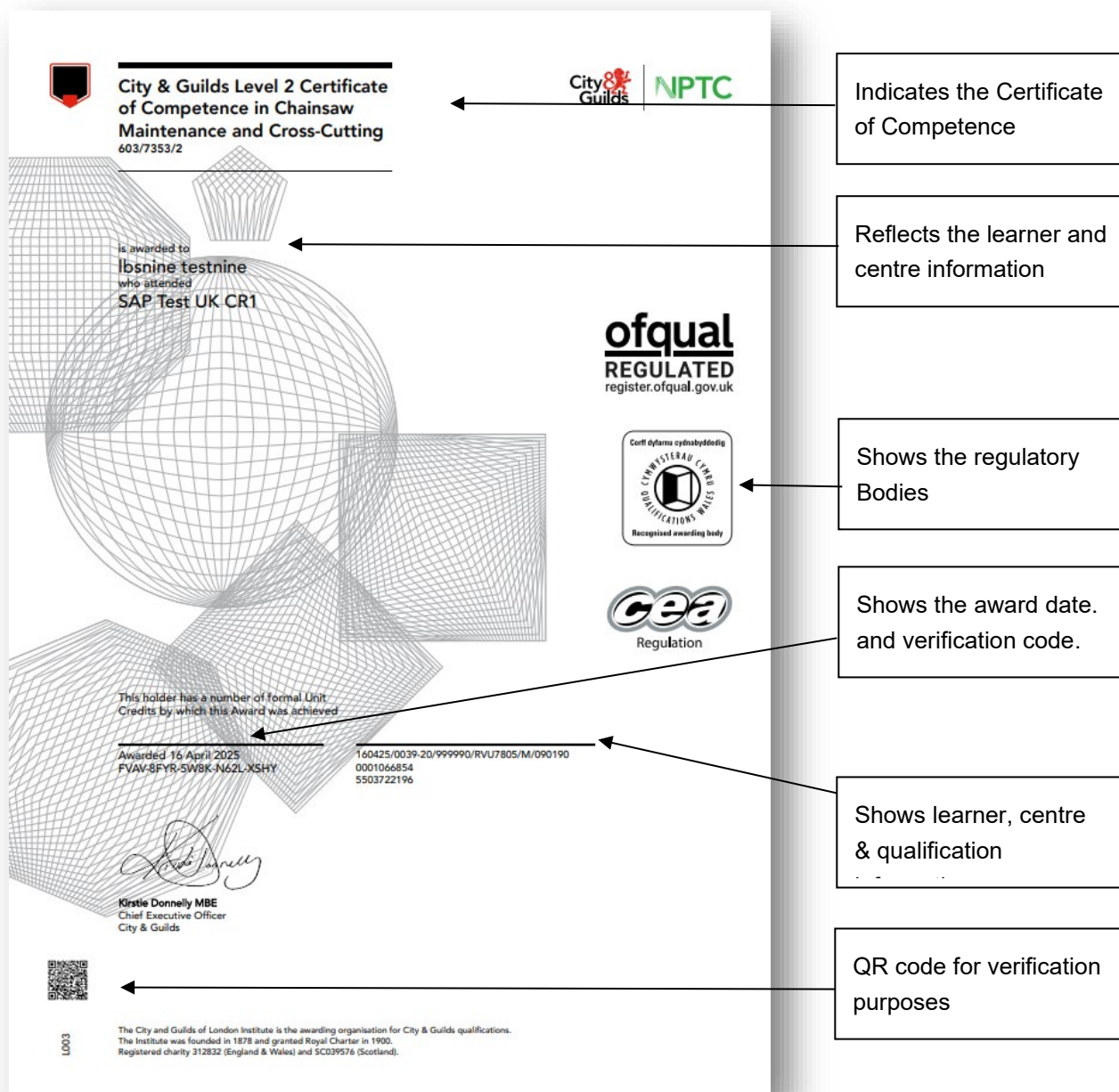
2.1.1. How do I obtain my Digital ID card and e-certificate:

City & Guilds approved centres will have access to our digital platform and will be able to provide your digital e-cert and ID card. Digital credentials will remain issued to candidates directly.

2.1.2. What are the benefits of an e-certificate:

e-Certificates allows learners to access PDF versions of their certificates. It means they can have their certificates quickly and easily validated online using a unique authentication code. You can verify a potential employee's certification by submitting the unique 20-digit code on [our verify page](#).

This service will provide employers with trust in the authenticity of City & Guilds learner's achievements. An e-Certificate authentication code is only valid when matched to the name of the individual on the certificate so they can't be used by anyone else – however, you should still check the identity of the individual using your normal checks. For the full verification process please visit: [e-Certificates | City & Guilds](#)



2.1.1. What are the benefits of a Digital ID card:

Transitioning to digital ID cards not only promotes sustainability but also enhances accessibility for learners. These digital cards can be easily replaced by the most recent registering centre, ensuring that learners always have access to their credentials.

Verification of digital ID cards is straightforward: simply scan the QR code on the card using a QR reader and follow the on-screen instructions. This process ensures quick and secure verification.

The digital ID cards will remain specific to each sector and will display cumulative achievements. For instance, if a learner has earned a Certificate of Competence in a

particular sector and subsequently attains additional qualifications, both accomplishments will be reflected on the ID card. Learners who have achieved Certificates of Competence in multiple sectors will receive separate ID cards for each sector, ensuring clear and organized documentation of their qualifications.

NPTC Digital ID Card

The learner information is shown here. Where an image is available, this will be presented.

Name
samecand samecand

Candidate Number
RWQ7043

Date of Issue
17/04/2025

The issue date will reflect the data of the most recent achievement.

Chainsaw and Related
This card confirms that Candidate RWQ7043 has achieved the following qualification:

The sector title will be present at the top of the achievement.

Qualification Title	Date Achieved
0039-21A-001 — City & Guilds Level 2 Certificate of Competence in Felling Small Trees up to 380mm	17.04.2025
0039-20A-001 — City & Guilds Level 2 Certificate of Competence in Chainsaw Maintenance and Cross-Cutting	17.04.2025

Candidate achievements are shown with the date achieved.

City & Guilds | NPTC




For more information please call 02476 857300

A QR Code will be available for verification purposes.

3. Transport of Animals certification.

When a Transport of Animals certificate is achieved, two certificate types are issued. One of which is our standard competency certificate and a secondary document required by the regulator. The EU or “block” certificate will now be issued in a digital format only.

The structure of the document will remain however the certificate number will now be a 16-digit code which links directly to the candidate and achievement:

Certificate of Competence for Drivers and Attendants Pursuant to Article 17(2) of Council Regulation (EC) No 1/2005		
1. DRIVER IDENTIFICATION		
Surnames: dCIHWfhnfksl		
First names: dCIHWfhnfksl dCIHWfhnfksl		
Date of Birth	Place and County of Birth	Nationality
01/01/1990	LONDON	Aruban
2. CERTIFICATE NUMBER		
WYFZ-SLXW-3GZ7-65FP-MMKA		
This certificate is valid for journeys up to Level 2 Award in the Transport of Animals (Journeys) - Pigs		
3. BODY ISSUING THE CERTIFICATE		
City & Guilds, 5-6 Giltspur Street, London, EC1A 9DE.		
Telephone	Fax	Email
024 7685 7300	024 7669 6128	information@cityandguilds.com
Date	Place	
28/01/2025	London	
Council Regulation (EC) No 1/2005 on the protection of animals during transport and related operations (as retained). This document provides confirmation that the person holds a Certificate of Competence to act as a Driver and/or Attendant within the UK Pursuant to Article 17(2) of the above retained Regulation		
Signed on behalf of NPTC as the Awarding Organisation		
		
Kirstie Donnelly, MBE Director-General and CEO The City & Guilds of London Institute		
 		

Contact us

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About City & Guilds

NPTC is part of City & Guilds, the UK's largest awarding organisation in the land-based sector.

Our land-based services include agriculture, horticulture, forestry, animal care, conservation, machinery and more. We offer qualifications developed in consultation with industry experts, across a range of levels and to suit all learning needs. These give learners the opportunity to develop the skills and occupational competence employers need, to the highest standard, and in many cases provide workers with a licence to practice.

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