**Note 1-Section A**

**Name of Applicant:**

Applicant shall state the exact name as it appears on the “Business Registration Card or Certificate of Incorporation” (where applicable), as the Certificate of Registration will be issued on that name.

**Last Registration Reference issued by CIDB:**

If Applicant is already holder of a valid certificate of provisional registration, he shall indicate the registration reference issued to it.

**Note 2-Section D**

**Directorship of Firm:**

Applicant shall state the status of all Directors and specify whether they are Executive Directors or Non-Executive Directors of the firm.

“Executive Directors” are those involved in the day-to-day management of the Firm, whereas,

“Non-Executive Directors” are not involved in the day-to-day management of the Firm but only at Strategic decision-making level.

**Note 3-Section D**

**Shareholdings:**

For ‘% Shareholding’, the applicant shall state the percentage of shares held by each of the Shareholder. In addition:

A person shall have control over a firm where he holds at least 51% of the shares of the firm; or

Where 50% of the shares of a firm are held by one or more citizen of Mauritius and the other 50% shares are held by one or more non-citizens, the control shall be taken to be held by the citizens of Mauritius.

**Note 4-Section G**

**Human Resources:**

Applicant shall provide information in the required format on every personnel who has at least a degree in the field of Architecture, engineering, Project Management in Construction and Quantity Surveying. A Template is available on the following link: [https://www.cidb.mu/CIDB-Templates-2021](https://www.cidb.mu/CIDB-Templates-2021)

“Designation” means the position held by that person.

“Reg.” means Registration.

“Professional Registration” means registration with relevant professional body in Mauritius e.g. Council of Registered Professional Engineers (CRPE), Professional Quantity Surveyors’ Council (PQSC), Professional Architects’ Council (PAC) etc. or such other professional body acceptable to the CIDB.

“Years of Experience” means number of years of post-qualification experience.

**Note 5-Section G**

**Technical & Administrative Staff:**

A “Qualified Technical/Supervisory Staff” is one who holds a Diploma in a Technical Field

Applicant shall refer to the provisions made in the Occupational Safety and Health (Scaffold) Regulations 2011 concerning the compulsory employment of Competent Person for scaffolding works of height above 6m. The Regulations are available at [www.cidb.mu](http://www.cidb.mu).

**Competent Person – Scaffolding Supervision.**

“Competent Person” means any person who:

(a) Holds a competency certificate in the erection, maintenance, alteration, repair and dismantling of scaffolds issued by the Mauritius Institute of Training and Development (MITD) or such other recognized body; or

(b) By reason of his qualification and training, or having at least 5 years’ experience, is competent to undertake work related to the erection, maintenance, alteration, repair and dismantling of scaffolds.