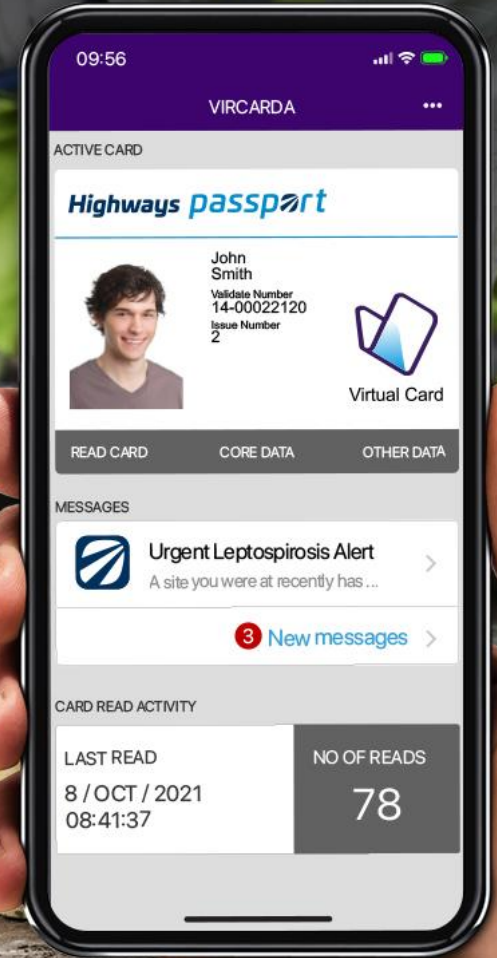


# *Highways* *passport*

An Introduction to the  
Principal Designer Working Group  
27th January 2022

# Powerful online database linked to a secure individual smartcard – kept updated





# Passport Key Features

- ✓ Powerful online database of workforce linked to an individual smartcard.
- ✓ High security physical and virtual smartcards available.
- ✓ Single transferable record, kept updated, which moves with the individual.
- ✓ Full range of competencies can be awarded, managed and surfaced.
- ✓ Certificates and supporting evidence for outcomes also held.
- ✓ New HCI is surfaced automatically and visible on the person's card.
- ✓ CSCS and many partner cards/ qualifications can be registered online in seconds.
- ✓ Easy to check person's details on site using our apps. All audited.
- ✓ Site events (e.g. toolbox talks, inductions, briefings) can be awarded electronically.
- ✓ All card swipe data available including wide range of filters. Instant analysis. Geomap views
- ✓ At-a-glance forthcoming expiries to maintain workforce capabilities.
- ✓ World-class direct messaging straight to the individual.
- ✓ Comprehensive reporting.
- ✓ myPassport (individual's view of own record). Responsive web design. Promotes "ownership".



# Why is Passport So Important?

- ✓ Ensures competent and trained people are working on Highways
- ✓ Invaluable and consistent tool
- ✓ Wealth of information of corporate benefit
- ✓ Saves time and money
- ✓ Sustainable



# Passport Key Stats

Supported by National Highways  
Sponsored by the SCSLG

*"As a supplier community we have agreed that, as Suppliers to Highways England, we shall adopt the scheme in its entirety within the first three months of start of works (construction phase) on any Highways England project/ scheme/ contract."*

**SCSLG Common Intent Document**

Number of workers: 33,300  
Number of contractors: 900+

**No matter how many projects worked, each person only needs ONE Passport record and smartcard.**



# “Passport Required” Principal Contractors

Contractors rolling out Passport on their major projects include:

Balfour Beatty  
Costain  
Galliford Try  
Kier Highways  
Osborne Infrastructure  
Skanska  
SMP Alliance.

More are coming on stream each month.

In addition, SDF contracts are required by National Highways to implement Passport.





# How do we join Passport?

Further Information

[www.highwayspassport.co.uk](http://www.highwayspassport.co.uk)

Company Registration on Passport

<https://he.validate.mitie.com/SkillSafe/CompanyRegistration>



- ✓ Book free online training  
*Simple session for new admins run regularly*
- ✓ Start adding Employees to Passport
- ✓ Book Highways Common Induction (HCI)

Note:  
Reference Point provide the gold-standard technology and hosting for Passport.  
ALL User Support, On-Boarding and Training is provided by Mitie.

For any assistance, please contact:

Tel: 0330 726 0225

E-mail: [he.validate@mitie.com](mailto:he.validate@mitie.com)

