

QUESTIONNAIRE

Do you wish to be on the Find a Professional search on BIVR's website? Yes, or No?

Find a Professional (required) • Yes

• No

Do you wish your details and competencies to appear in our public 'Find a Professional' database?

If "No", there is no need for you to complete this questionnaire, but please email me to say that you do not wish to be on the Find a Professional search, so that I have it on record. Should you change your mind at any time, please email me for this questionnaire so that you may complete it.

If "Yes", please write, either "Yes", or "No", as appropriate, in each of the following boxes. For those boxes where you enter "Yes", please complete your competency for that in the text box below the field of work. **NB: Double-click in the text box to add your text.** As you type the box should expand, or you can extend it by clicking on the corner dragging it to display all your text.

Please note, the detailed "competency" will **NOT** appear on the website. This is just for BIVR's reference to prove it has done its due diligence. It is the "Biographical Info" (see later) that will appear on the website.

Accredited Court Reporter

Arbitrations

Legal and Regulatory

Remote Verbatim Reporting

Other

Please note that the “other relates to Parliamentary and/or Public Inquiries. Please confirm which, if any.

Accredited Speech-to-Text Reporter

Broadcast Captioning

STTR/Captioning - Onsite

Accredited Audio

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NRCPD Registered

NCRA Certified

Locations (required)

Please select the general geographical areas in which you are willing to work.

UK

EU

Worldwide

Please note that this is where you include your other relevant educational qualifications, the “other” work that you are competent to provide not listed above, as well as whether you offer a standard or expedited turnaround for transcripts.

Biographical Info

Email

Mobile

Website

Ideally, I need these returned before 31 December 2020, along with your subscription, so that I may update the website and make you “active” on it.

A few members have expressed concern as to what to write about themselves in the biographical info. Think of it as if you were talking to a friend who asked you how got into this profession and you telling them when you started, how you have progressed and what you are currently doing. You don’t need to write an essay, but possibly more than bullet points.

The evidence of ongoing practice (for BIVR’s refence only) will be a few words about the work/s you have been doing over the last 12 months. This does need to be a separate document to the biographic info, please.

Only your professional biographic information will be on the public side of the website. The evidence of ongoing practice is BIVR doing its due diligence to ensure that the information we provide to members of the public is accurate.

Members who also run agencies, large or small, may include their website address, but only personal information about them and their qualifications should be on the site.

Find a Professional is a member benefit. By renewing and going on the directory, you agree not to pass any jobs received through Find a Professional to non-BIVR members, unless no suitably qualified BIVR member is available.