

COMPETENT PERSON SCHEME

*& the Microgeneration
Certification Scheme
for Operatives & Installers*



www.stroma.com

COMPETENT PERSON SCHEMES

FOR BUILDING WORK, REPLACEMENTS AND REPAIRS



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Stroma's Competent Person Scheme offers you the optimal approved membership scheme...



Stroma CPS is a scheme run for the members' benefit, for example:

- All members' details shall be advertised openly to promote their services
- All scheme profit shall be re-invested for the benefit of scheme members
- Scheme annual accounts are provided to all members to ensure transparency

Becoming a member of Stroma Certification's Competent Person Scheme ensures that operatives can carry out design, installation and issue self certification for compliance with the Building Regulations for the installation of heating and hot water systems, microgeneration and renewable technologies.

Installations carried out by a non-registered person will have no evidence of compliance. As a result a building notice or full plans application must be submitted incurring additional Building Control fees for inspection and approval.

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CPS MEMBERSHIP FEE

£245 *Additional Schemes Only £195*
(£50 per person thereafter)

Further details can be found on page 05

Stroma Certification is licensed by the Department for Communities and Local Government (DCLG) to run the following Competent Person [Self Certification] Schemes (CPS), within residential and non-residential properties:

HEATING AND HOT WATER SYSTEMS

- Connected to a heat-producing gas appliance
- Connected to an oil-fired combustion appliance
- Connected to a solid fuel appliance
- Connected to an electric heat source
- Electric heating system in dwellings
- Electric heating system on buildings other than dwellings

INSTALLATION OF MICROGENERATION AND RENEWABLE TECHNOLOGIES

- Absorption cooling
- Micro-CHP
- Ground cooling
- Ground source heat pumps
- Solar PV panels
- Solar thermal panels
- Wind turbines
- Biomass combustion appliances

ADDITIONAL MICROGENERATION CERTIFICATION SCHEME (MCS)

Stroma Certification is licensed by the Department of Energy and Climate Change (DECC) to run the following Microgeneration Certification Schemes (MCS):

- Solar Photovoltaics (PV)
- Solar Thermal
- Heat Pumps

The MCS scheme is accredited under UKAS BS EN 011:1998
Further details of the MCS scheme can be found on page 07



DIGITAL LODGEMENT

£1.50
£2.50 for written (i.e. fax)

SOFTWARE & TECHNICAL SUPPORT

FREE of charge

EASY APPLICATION ASSESSMENT

FREE of charge

SCHEME TRANSFER

FREE of charge

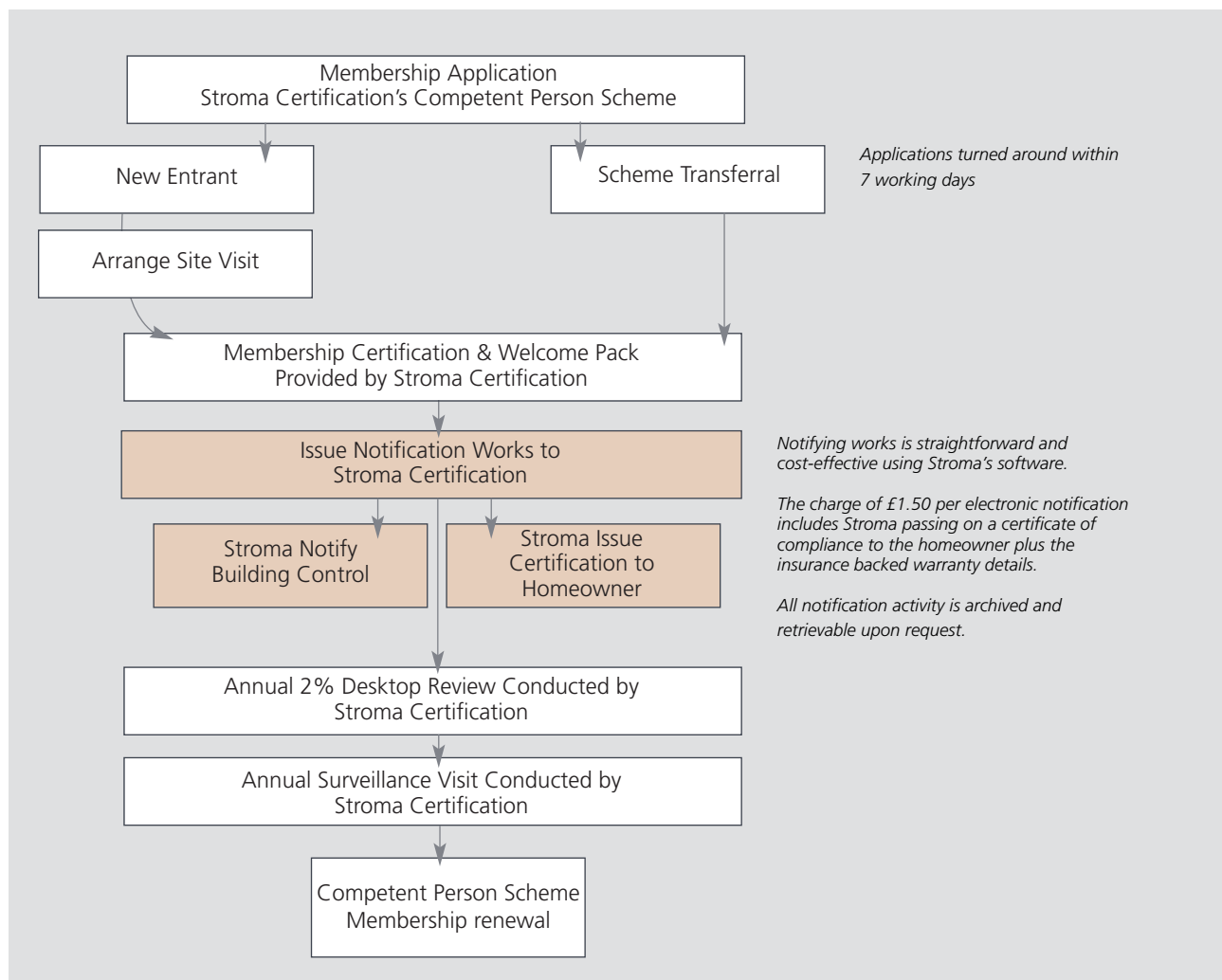
COMPETENT PERSON SCHEME

HOW TO QUALIFY



Joining Stroma's CPS is straightforward - Stroma evaluate that applicants hold relevant industry qualifications and can adhere to the code of practice standards in order to carry out the correct level of competency for self certifying works. Consequently, meeting compliance with the Building Regulations and demonstrating a reputable high standard and warranty backed installation.

STROMA CERTIFICATION'S COMPETENT PERSON SCHEME APPLICATION PROCESS





Save both time and money once authorised with Stroma's Competent Person Scheme to self-certify work without further obstacles from Local Authority Building Control.

KEY CRITERIA FOR JOINING THE CPS

- can demonstrate relevant technical and safety standards
- can demonstrate high standards of codes of practice and professionalism
- adheres to regular checks and standards set out by the CPS scheme

If the installer is deemed competent in their field of works they will be invited to join Stroma's Competent Person Scheme and can start to take advantage of the self-certification process. To maintain membership installers will be subject to an annual re-assessment, which ensures the ongoing standards and adherence to the Building Regulations are being met.

CPS FEE BREAKDOWN

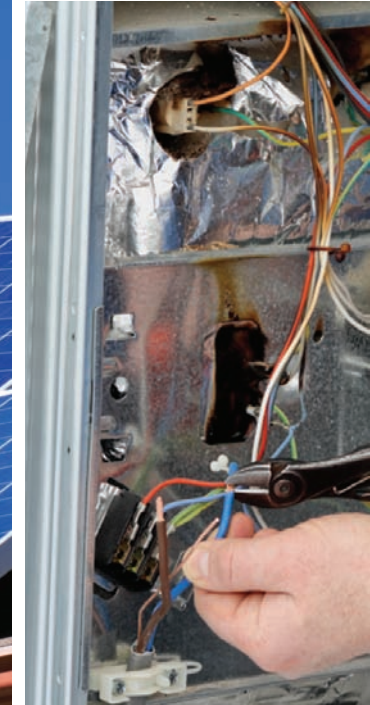
Application Assessment Fee	Free of Charge
Annual Membership Fee (inclusive of 1 operative assessment)	£245
Additional Operative Assessment (up to 4 completed per day)	£50
Additional Assessment Site Visits - Half Day*	£200
Additional Assessment Site Visits - Full Day*	£340
(* applicable as a result of non-compliance or complaint)	
Scheme Transfer Fee	Free of Charge
(on provision of valid membership evidence - FOC for the remaining period)	
Additional Scheme Membership (awarded via a single assessment visit)	£195
Notification Submission - Electronic	£1.50
Notification Submission - Written	£2.50
Warranty	£1.50
Technical Support	Free of Charge
Software	Free of Charge

STROMA'S CPS BENEFITS:

- Competitively priced membership fees, warranty and assessment provision
- Straightforward application process
- Free of charge software solutions that streamline and automate the self-certification and archiving process
- Training development and technical research based on a continuing professional development (CPD) principle
- Access to a free of charge technical support helpline, manned by competent experts
- Access to a dedicated members website
- Marketed as an approved competent person demonstrating reliability, high standards and money saving solutions

MICROGENERATION CERTIFICATION SCHEME (MCS)

INSTALLATION OF MICROGENERATION & RENEWABLE TECHNOLOGIES



The UK is committed to meeting EU targets of producing 20% of energy from renewable sources by 2020. Achieving our targets could provide £100 billion worth of investment opportunities and up to half a million jobs in the renewable energy sector by 2020.

The MCS, a recognised quality assurance scheme, for low to zero carbon (LZC) installation and renewable technologies, promotes a 'mark' of competency to demonstrate installations are carried out to the highest quality each time.

MCS is connected to many of the key factors and initiatives that are driving demand for lowering carbon emissions for example:



Feed-In Tariffs (FITs) can provide guaranteed payments for individuals and businesses that can generate electricity on a small-scale. However, both the renewable technology used and the installer must be MCS certified to be eligible to receive the benefit.



Renewable Heat Incentive (RHI) is to be implemented in 2011, whereby the initiative provides cash back to individuals and businesses for generating renewable heat. The Government has indicated that the Renewable Heat Incentive is to be linked with MCS products and installers.

The **Low Carbon Buildings Programme** and **Energy Saving Scotland** home renewables grant schemes (heat technologies only) require MCS certificated products and installers to be used.

The **Code for Sustainable Homes** is a mandatory requirement for all newly built homes to meet sustainability ratings, including ratings for energy and CO₂ emissions. MCS certificated technologies can be used to meet the requirements of this Code.

The **Standard Assessment Procedure (SAP)** for energy rating of dwellings recognises MCS certificated products when determining whether products are eligible for inclusion in SAP assessments.

Stroma's Microgeneration Certification Scheme (MCS) scheme ensures that all notifications, inspections and installations of the microgeneration technologies; solar photovoltaics (PV), solar thermal and heat pumps are produced to consistently high standards - ensuring that members are:

- Competent to undertake inspections and installations
- Qualified to the National Occupational Standard qualification(s) required
- Adequately insured (Professional Indemnity (PI) and Public Liability (PL)) and have obtained Insurance Backed Warranty where appropriate
- Adopting operational procedures maintaining quality assurance (QA) consistency and accuracy of installations
- Fully informed of legislative developments and incentives, undertaking a minimum level of continuing professional development (CPD)
- Maintaining a high standard of operational integrity, whilst undertaking both the on-site and off-site activity associated with the notifiable works
- Recording appropriate details/paperwork for auditing

Installer certification entails assessing the supply, design, and installation, set-to-work and commissioning of renewable microgeneration technologies.

Those wishing to become an MCS certificated installer must do so by applying to a Certification Body i.e. Stroma Certification. Accredited Certification Bodies must be accredited by UKAS under BS EN 45011:1998 to undertake certification assessments under MCS.



STROMA CREDENTIALS

Stroma Certification is licensed by the Department of Energy and Climate Change (DECC) to run Microgeneration Certification Schemes (MCS) accredited under UKAS BS EN 45011:1998.

To compliment the renewable technologies CPS, Stroma is operating a Microgeneration Certification Scheme on the following technologies:

- Solar Photovoltaics (PV)
- Solar Thermal
- Heat Pumps



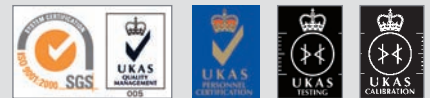
MCS FEE BREAKDOWN

Application Fee	£50
Annual Membership Fee 1 x MCS Technology	£350
Annual Membership Fee 2 x MCS Technologies	£530
Annual Membership Fee 3 x MCS Technologies	£710
Notification Submission - Per Installation	£5
Gemserv Registration Fee*	£100
Initial Visit for Awarding Certification	Free of Charge
Additional Assessment Site Visits - Half Day	£200
Additional Assessment Site Visits - Full Day	£340
Technical Support	Free of Charge
Software	Free of Charge

* Gemserv has been awarded the role of Licensee for the microgeneration Certification Scheme (MCS) by the Department for energy and Climate Change. The MCS independently certifies microgeneration products and services against approved standards, with the aim of increasing consumer confidence, and therefore demand, within a rapidly expanding market that will play an important role in meeting UK carbon emission reduction targets.

Stroma is accredited by the United Kingdom Accreditation Service (UKAS) for the following:

- Quality Management ISO 9001: 2008
- Environmental Management ISO 14001 (in progress)
- Train and certify competent person for the Code for Sustainable Homes scheme BS EN ISO 17024:2003
- Testing Laboratory ISO 17025:2005 Number 2731
- Calibration ISO 17025:2005



Stroma Certification is licensed by the Department for

Communities and Local Government (CLG) to run Competent Person Schemes and to train and certify assessors, inspectors and advisors needed as a result of legislative updates and industry developments.

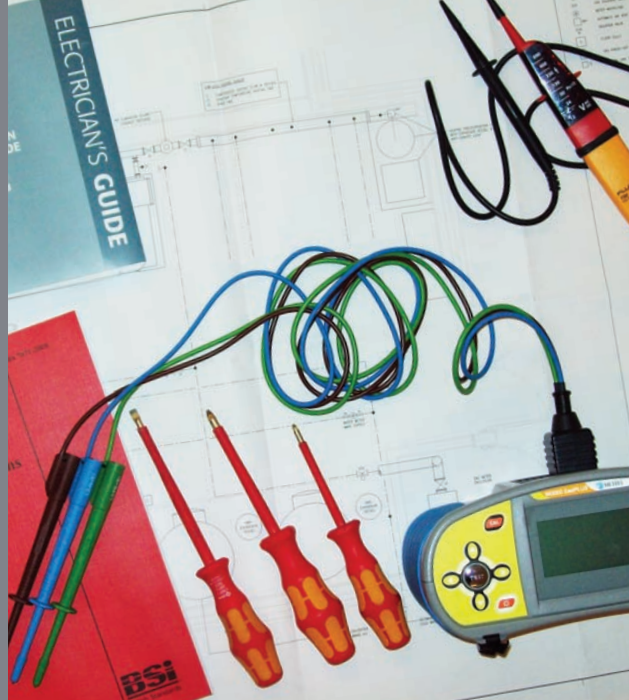
Stroma Certification are appointed to run training and examination to the following awarding bodies:

- City & Guilds
- ABBE - Awarding Body of the Built Environment
- BPEC - British Plumbers Employers Council
- BINDT - British Institute of Non-Destructive Testing



TRAINING

RENEWABLE TECHNOLOGIES & ELECTRICAL



Discover Stroma Certification's broad range of approved training courses, software and certification schemes which compliment legislative development and the changing building industry requirements.

RENEWABLE TECHNOLOGIES TRAINING

CITY & GUILDS LEVEL 3 CERTIFICATE IN INSTALLING AND TESTING PHOTOVOLTAIC (PV) SYSTEMS

The City & Guilds (C&G) Certificate in Installing and Testing Photovoltaic Systems is intended for qualified, practising electricians required to install grid connected domestic solar photovoltaic systems which are integrated into, or retrofitted onto, domestic properties.

Throughout the course, candidates are equipped with the necessary skills and knowledge to fit PV systems to approved regulations and Code of Practice standards.

BPEC UNVENTED HOT WATER SYSTEMS CERTIFICATE

This certificate is intended for heating engineers, plumbers and other professionals who wish to legally install, service or commission domestic hot water systems in the UK.

BPEC DOMESTIC SOLAR HOT WATER INSTALLER TRAINING

The BPEC Domestic Solar Hot Water Installer course is aimed at those with practical experience in the plumbing/conventional heating engineering industry. A recognised qualification such as the BPEC Unvented Hot Water Systems Certificate or a Level 3 NVQ in plumbing or heating engineering.

Upon completion, candidates have both the practical skills and knowledge to provide a full solar hot water installation and consultancy service.

Training Course	Duration	Price
C&G 2372 - Solar PV	5 days	£825
BPEC Unvented Hot Water Systems	1 day	£125
(a prerequisite for the BPEC solar thermal course)		
BPEC Solar Thermal	2 days	£300
(BPEC charge an annual certification fee, payable directly to BPEC)		



ELECTRICAL TRAINING

As a result of changes to Part P of the Building Regulations, local Building Control must now be notified of a significant proportion of electrical works carried out on residential property throughout England and Wales, and a certificate of compliance must be issued to the homeowner.

Stroma delivers training courses for both entry level and experienced electricians:

BPEC PART P ELECTRICAL INSTALLATION COURSE **BPEC PART P FULL SCOPE TRAINING COURSE**

Stroma's Part P training course is designed for people wishing to carry out both defined scope and full scope electrical installation work in domestic premises. It covers levels A, B, C and D of electrical work and allows installers to undertake most electrical additions/alterations associated with domestic premises, including consumer units, new wiring installations and outside cabling (SWA).

Upon completion, installers can register with an approved Competent Person Scheme, enabling them to self-certify work. *Stroma Certification are due to release an installation of a fixed low or extra-low voltage electrical installation CPS in 2011, sited under Schedule 3 of the Building Regulations England and Wales 2010.*

CITY & GUILDS 17TH EDITION WIRING REGULATIONS COURSE

The 17th edition wiring training course is aimed at practising electricians, electrical engineers, contracts managers, maintenance staff, designers and surveyors, or any professional requiring sound knowledge of the most up-to-date IEE Wiring Regulations.

Training Course	Duration	Certification	Price
BPEC Part P Defined Scope	5 days	£45 (vat exempt)	£625
BPEC Part P Full Scope	6 days	£45 (vat exempt)	£800
BPEC Part P Full Scope (top-up)	1 day	£45 (vat exempt)	£225
C&G 2382 - 17th Edition Wiring	3 days	Included	£400

The proposed changes to Building Regulations Part L, will mean more stringent compliance requirements in achieving a further 25% reduction in CO₂ emissions.

This will also signify an increase in the consideration for use of renewable technologies, supporting the UK's ambition for all new homes to be zero carbon by 2016.

STROMA CERTIFICATION ADDED VALUE

ADDITIONAL SCHEMES AND SERVICES

More energy efficient

A+

A 0-25

B 26-50

C 57-75

D 76-100

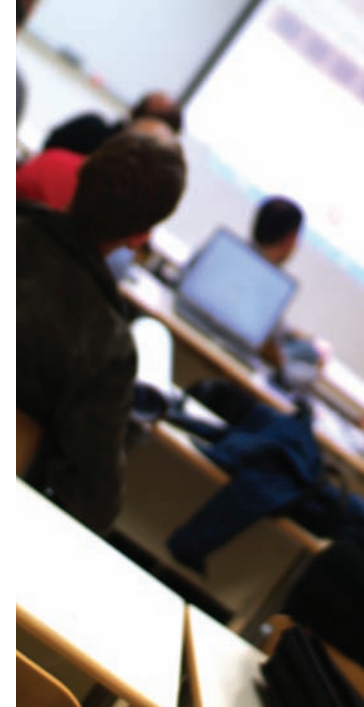
E 101-125

F 126-150

G Over 150

Less energy efficient

Net zero CO₂ emissions



Discover Stroma Certification's broad range of approved training courses, software and certification schemes which compliment legislative development and the changing building industry requirements.

TRAINING COURSES

Stroma Certification is a leading provider of training courses across a range of Building Regulation, legislative and energy based compliance schemes.

Operating at a number of training and assessment centres across the UK, the aim is to provide a high quality of training in a location which is suitable for the majority but also runs bespoke courses for all groups over the size of 4, at a convenient location to the organiser.

LIST OF TRAINING AVAILABLE:

COMMERCIAL

- Non Domestic Energy Assessment (NDEA)
- Public Building Assessment (DEC)
- Air-conditioning Energy Assessment (ACEA)

RESIDENTIAL

- Code for Sustainable Homes (CSH)
- On Construction Energy Assessment (OCEA)
- Domestic Energy Assessment (DEA)

OTHER

- Thermal Modelling - New
- Fire Risk Assessment
- Renewable Energy
- Carbon Management
- Air-tightness Testing

All courses are certified by either ABBE, City & Guilds or BPEC; by which Stroma comply with the exacting standards to train to the required level to be successful in their application to the qualifying body.

CERTIFICATION

Stroma operate as a certification body which Quality Assures assessors completing work and lodging through the central database, ensuring full compliance to the Department of Communities and Local Government (CLG) Standards.

The range of certification schemes is designed to provide assessors with membership unrivalled in terms of both cost and benefits, including:

- Free Technical support helpline manned by qualified assessors
- Support via a web-based members' area
- Regular technical updates, ongoing CPD and workshops
- Competitively priced lodgements
- Free of charge software solutions
- Online payment facility
- Accreditation of Prior and Experiential Learning (APEL)

Stroma offers a straightforward; hassle-free route to certification, committed to providing the highest quality service and overall benefits, continuously monitoring policies and procedures.

Recognised and recommended as not only a provider of training services; Stroma are a Government approved certification body delivering training, assessment, software solutions and ongoing Continuing Professional Development (CPD) for registered assessors and inspectors.



BEST ASSESSOR
TRAINING PROVIDER
2010

CERTIFICATION



TRAINING





STROMA CERTIFICATION TESTIMONIALS

"I've been an accredited energy assessor with yourselves for only a few weeks now but I just wanted to send you a short email to compliment your technical department.

Ensuring the professional integrity of EPCs and using the software correctly is obviously paramount to obtaining an accurate assessment. Your technical department has been very helpful with my queries to date and are always willing to resolve any issues that I come up against. I'm sure these will reduce over time but during these early stages, it has been second to none.

I just wanted to emphasise the usefulness and efficiency of this department and I will certainly be recommending Stroma within this industry."

Mark Leckey
Associate Director, Lambert Smith Hampton

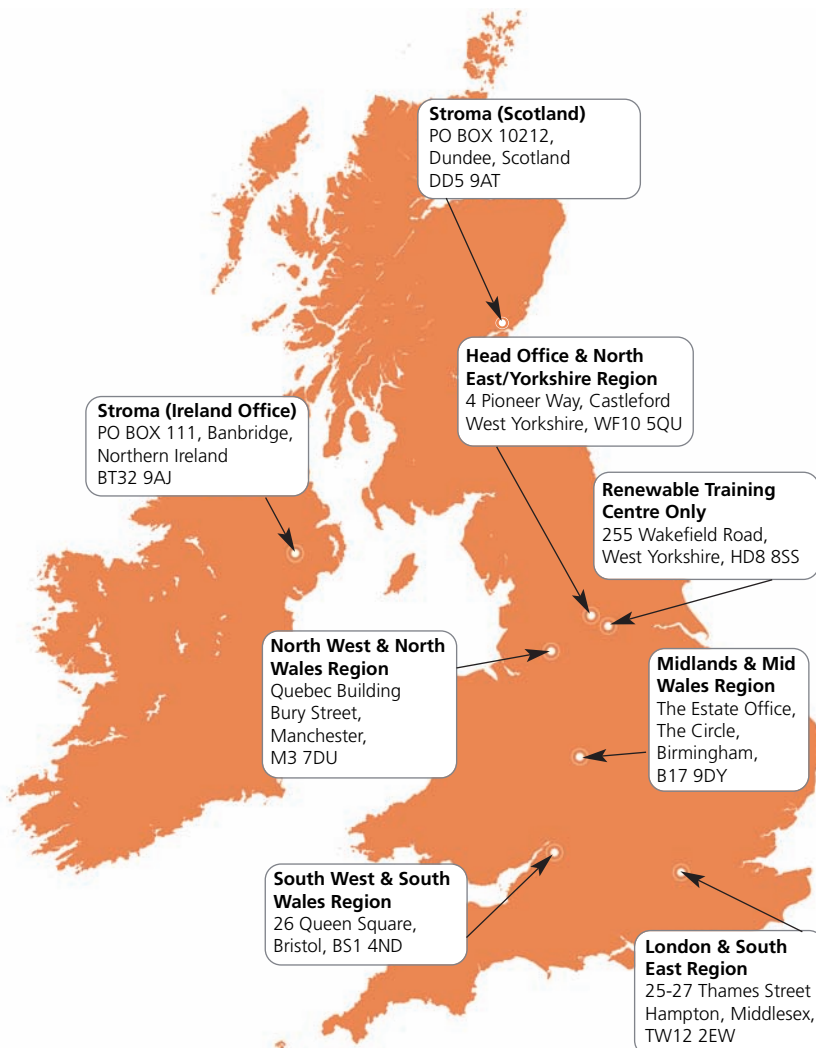
"I just wanted to say a BIG THANK YOU for all the help you showed me today towards getting my air-conditioning Report lodged. The patience you showed while resolving the software's problems was quite commendable. It's good to know that people like you (Alex) work in Stroma and can be relied upon when technical problems arise. Once more, accept my sincere gratitude."

Chuks Njoku
Senior Energy Engineer, Jacobs Engineering UK

"The training was carried out by Keith Ferguson and Steve Marriott who we felt were both knowledgeable and helpful in explaining the complexities of the Code and its implications on our projects. Each section of the Code was explained in detail and our questions were answered in a professional manner where we had concerns over certain areas. The three days which included the exam covered the topic in detail and has greatly assisted us in understanding the Code."

Darren Schofield
Technical Manager, Bellway Homes Ltd

REGIONAL TRAINING & ASSESSMENT CENTRES



CONTACT

For all enquiries please call
0845 621 11 15
 or email cps@stroma.com

www.stroma.com/cps



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