

BBA Approved Installers Schemes

British Board of Agrément (BBA) is an independent, non-profit organisation committed to providing reassurance in the UK construction industry about the high quality of products, services and installers. It is accredited by the United Kingdom Accreditation Service (UKAS) and BBA testing is carried out under ISO/IEC 17025.

The BBA is a partner with the Cavity Insulation Guarantee Agency (CIGA) to provide quality assurance for Cavity Wall Insulation installations carried out under the CIGA guarantee scheme. The BBA and the CIGA collaborate with the Cavity Wall Insulation Self Certification Scheme (CWISC), which provides homeowners with the additional reassurance that installations carried out by CIGA-registered contractors comply with the requirements of the Building Regulations.

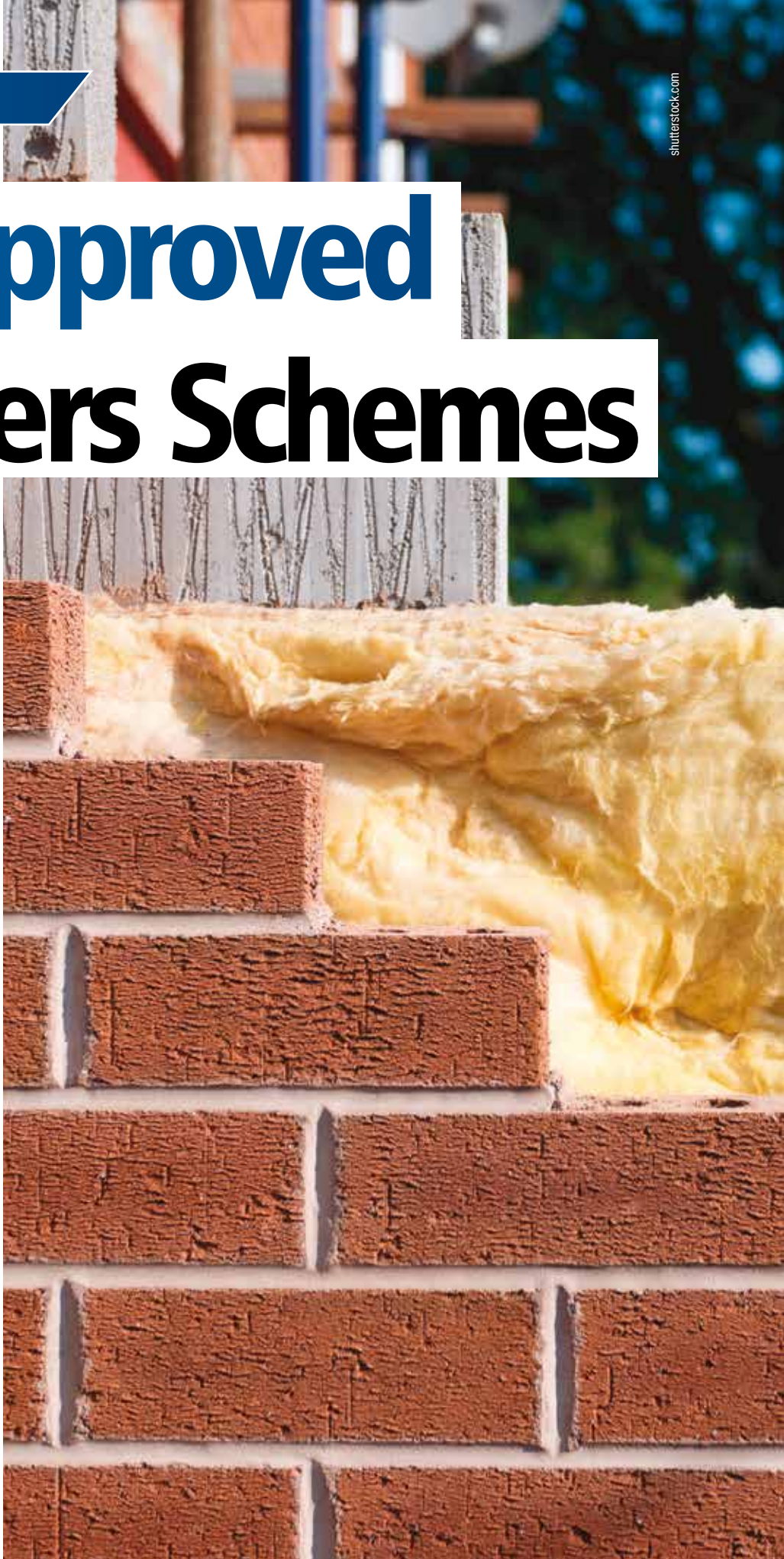
The BBA is a leading independent assessment agent of services for Energy Suppliers under ECO Scheme. The BBA accreditation opens more opportunities for contractors as clients are looking for reassurance about the standard of services.

How to become BBA Approved Installer of Cavity Wall Insulation

BBA assess the installer skills and compliance during the inspections at the different stages of installation process:

1. Competence of operatives on site
2. Scoring based on ECO guidelines carried out at the post installation stage
3. Installation standards (carbon/cost)

The first step of the approval process is the



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completion of a BBA contract by the installer. It is available on the BBA website, by telephone 01923 665300 or by e-mail request to construction@bba.star.co.uk.

The Installer is subject to an assessment by the BBA and when accepted, and becoming an Approved Installer, will be subject to regular compliance checks. The BBA witnesses a satisfactory site installation for each system and completes an office assessment. The BBA carries out a pre-approval site inspection for each additional system the installer applies to be approved for. Moreover, there are ongoing approval and surveillance checks each year after the initial approval. The Approved Installer will be issued with a variation report by the BBA after each visit in case of noncompliance. When serious concerns are raised the BBA reserves the right to carry out extra visits, which will be charged to the Approved Installer. The installer shall advise the BBA of the contact names, addresses and telephone numbers for all offices. The Approved Installer shall also provide BBA with details of all planned or completed installations on a weekly basis. The Approved Installer is responsible to maintain a database of Approved Assessors but also has to assess the skills of Assessors to meet the requirements of the Scheme. The Approved Installer is responsible for their training.

The detailed scheme description and responsibilities of the Approved Installers and Approved Assessors regarding general duties, assessment of suitability of property, installation criteria, work instructions to technicians, the system of insulation, material storage are available at BBA website from the following documents:

1. BBA Assessment and Surveillance Scheme for BBA Approved Installers of Cavity Wall Insulation
2. BBA Approved Assessor Scheme for Assessing the Suitability of Buildings for the Installation of Cavity Wall Insulation

The Approved Installer is required to provide the BBA with records of all work carried out:

- the customer's details
- a brief specification for the works, including the quantity of material used/required

- a written form of the contract agreement
- the site address
- the commencement date of install
- instructions to the Technicians
- the Assessors building Assessment Reports and risk assessments
- records of training, the required qualifications, and experience of all Technicians, etc.
- a register of all complaints received concerning work carried out under the approval issued by the BBA. The register shall identify the address, the work/job number, brief description of the complaint, action taken and resolution dates.

Records shall be kept for a minimum of 6 years.

How to become BBA Approved Assessor for Assessing the Suitability of Buildings for the Installation of Cavity Wall Insulation

The Applicant has to prove to the BBA that they are competent to work in accordance with the Scheme, during the assessments at up to 4 sites. An Applicant must complete a BBA contract available at the BBA website or via e-mail insulation@bba.star.co.uk. BBA Approved Installers must forward details of their Assessors to the BBA.

The Assessor is responsible for writing the assessment reports that shall state whether or not a property is suitable for the Cavity Wall Insulation and must identify any related potential problems that may occur with appropriate remedial steps to be taken before installation. All responsibilities,

competence details and reporting requirements of the Approved Assessor are available from the following document on BBA website-BBA Approved Assessor Scheme for Assessing the Suitability of Buildings for the Installation of Cavity Wall Insulation.

Cavity Wall Insulation Self Certification (CWISC)

The Cavity Wall Insulation Self Certification Scheme (CWISC) was launched in 2010 and is run by the CIGA and BBA to provide reassurance about the services provided by registered contractors and their compliance with the Building Regulations. So far over 1 million CWI projects have been done under CWISC scheme.

The database of registered installers is available at CWISC website. All installers working under the scheme must comply with technical requirements and Building regulations, and their work is regularly assessed. When work is completed, the homeowner receives the certificate confirming that work was done up to the CWISC standards. Eligible installations also receive a CIGA independent 25 year Guarantee against defects in materials and workmanship. So far over 5 million Guarantees have been issued, and there is the claim procedure open to all unsatisfied with the work done. Any contractor undertaking the cavity wall insulation and being approved by BBA can be a member of CIGA and can subscribe to CWISC Scheme. The membership is free, and once the installer is accepted to join the scheme, there is the fee of £7.50 plus VAT inclusive of the CIGA Guarantee per each completed property of up to 12m height.

It is only an introduction into the subject, please refer to the BBA for the complete information.

For detail conditions on application for membership, please check the CWISC website and this document www.cwisc.org/wp-content/uploads/2014/01/Rules-of-CWISC-v7-Final-3-13.pdf



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