

WHY YOU SHOULD CONSIDER CERTIFICATION...

- Why should I do it?**
- What does it entail?**
- How to I apply?**
- How do I prepare?**

Tomorrow your proposal will read "I am a CFA Certified Contractor". In ten years, the RFP will read "CFA Certified Contractor required."

Get in on the ground floor of a new industry program to certify foundation contractor firms in the residential cast-in-place industry. Your registration gives you access to a six-part series program that will benefit your company and market. The goal of certification is to unify the industry with a common measurement of competency for concrete foundations and the companies that install them.

Certification of companies or individuals is a topic you hear in all aspects of the construction market as builders and code enforcers attempt to establish competency and accountability in construction. The market is becoming increasingly complicated with small and large companies vying for the same business at the risk of the client. A system whereby builders and building officials can ensure customers that the types of businesses they employ are competent is a growing priority.

CFA's Certification Program provides the assurance that companies are devoting resources necessary to remain current with the science and technology of their industry. It also provides assurances that companies are properly managed, insured, and that they provide a safe environment for their workers. The program is designed, administered and enforced by companies and individuals who are knowledgeable about the industry they regulate. The CFA decision is proactive and the result is a comprehensive, but

contractor-friendly program that can be used by jurisdictions and businesses seeking certification of residential foundation contractors.

WHAT DOES IT ENTAIL?

The program consists of:

- a pre-qualification exam for a company representative(s)
- continuing education
- and annual audit reviews of company operations.

A certification board, separate of the established CFA structure will oversee the program.

The program contains:

- Basic Knowledge of Concrete and Foundations
- Minimum Insurance Requirements
- Continuing Education (Annual Requirement)
- Safety Program Requirements
- Financial Soundness of the Business Entity
- Related Certifications or Verifiable Training for Specialty Equipment
- Experience

Continuing Education:

Twelve hours of annual continuing education will be required of at least two individuals in the company.

HOW DO I APPLY?

Fill out the application form in this publication, or register online at www.cfa-walls.org.

HOW DO I PREPARE?

The information needed to pass the examination will be in a variety of publications readily available through the CFA and other sources. The CFA will offer a seminar at its regular meetings to prepare for the multiple choice exam.



MORE SPECIFIC INFORMATION ABOUT THE CERTIFICATION PROGRAM...

The program consists of a pre-qualification exam for a company representative(s), continuing education and annual audit reviews of company operations. A certification board, separate of the established CFA structure will oversee the program to eliminate conflicts of interest and a board of appeals will be established to resolve conflicts, disputes, and other issues relating to possible denial of certification to a company.

The program contains the following basic elements:

- Basic Knowledge of Concrete and Foundations
- Minimum Insurance Requirements
- Continuing Education (Annual Requirement)
- Safety Program Requirements
- Financial Soundness of the Business Entity
- Related Certifications or Verifiable Training for Specialty Equipment
- Experience

Basic Knowledge

The Basic Knowledge component of the program would involve a one-time examination covering all aspects of construction that are deemed relevant to foundation construction. Specific categories of knowledge include:

- Safety
- Concrete
- Soils/Excavation
- Footings
- Walls
- Moisture/Waterproofing/Drainage
- Backfilling/Grading
- Building Codes

The information needed to pass the examination will be in a variety of publications readily available through the CFA and other sources. They include the International Residential Code (IRC) Chapter 4, the American Concrete Institute (ACI) 332 Documents (Standard and Guide), and the CFA Standard. The CFA will offer a seminar at its regular meetings to prepare for the multiple choice exam. At this time it is anticipated to be an open book test.

Insurance Requirements

All certified companies are required to maintain and carry in-force minimum levels of insurance for General Liability and Employer's Liability. While levels of coverage are still under discussion it is anticipated the minimum levels will be \$1,000,000 for general liability and \$100,000 for employer's liability. Evidence of insurance of coverage for the above as well as for Workmen's Compensation in

accordance with respective state law is also required. Any changes in the insurance coverage must be provided to staff in order to maintain certification.

Safety Requirements

Evidence of an industry approved safety program must also be provided for review and approval. The safety program must have at least the following components:

- A Safety Manual;
- Applicable MSDS Sheets;
- Safety Meetings with times, frequency, sign-off, and content;
- Accident Reporting Procedures;
- Confined Space Guidelines;
- Cement Burns.

Continuing Education

Twelve hours of annual continuing education will be required of at least two individuals in the company. Education must be divided into the following areas:

- Codes and Materials (4 hours)
- Materials and Methods (8 hours)

Study Guide and Reference Materials Package

The Reference Materials package (for the open book exam) includes the *ACI 332-08 Standard*, *ACI-332.1R-06 Guides to Residential Concrete Construction*, *The CFA Standard - 2006*, *CFA Tech Notes*, and excerpts and compiles information on safety, soils and excavation, concrete basics, and the IRC.

WHO TO CONTACT

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