



# **NFCA Contractor Accreditation Program**

For

**Spray-Applied Fire Resistive Materials (SFRM)**

And

**Intumescent Fire Resistive Materials (IFRM)**

## **Forward**

The intent of the National Fireproofing Contractors Association (NFCA) Contractor Accreditation Program (CAP) is to establish industry criteria for the accreditation of contractors who apply Spray-Applied Fire Resistive Materials (SFRM) and/or Intumescent Fire Resistive Materials (IFRM). The purpose of this program is to recognize member contractors who have received training in determining the proper design thickness of fireproofing materials to be installed and adherence to application guidelines established by the industry. This document provides the specific criteria by which a contractor may become an NFCA Accredited Contractor. A contractor who completes the training is awarded the NFCA Accreditation Seal. The accredited contractor must maintain a high standard of application procedures and comply with the ongoing criteria of the CAP to continue as an NFCA Accredited Contractor.

## **Disclaimer**

National Fireproofing Contractors Association (NFCA), its Directors, Executive Director, members, employees and agents do not guarantee or warrant the materials or workmanship of its members or other contractors. It disclaims any such obligation. NFCA's involvement with the Contractor Accreditation Program is solely to aid the establishment of improved installation standards.

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## **1. INTRODUCTION**

### **1.1 Purpose**

- 1.1.1 The purpose of this Contractor Accreditation Program (CAP) is to establish National Fireproofing Contractors Association (NFCA) Accredited Contractors by defining required contractor classroom and installation training, quality control, and standard application procedures for the successful application of Spray-Applied Fire Resistive Materials (SFRMs) and Intumescent Fire Resistive Materials (IFRMs). This CAP also requires continuing education of contractor personnel.
- 1.1.2 This CAP is intended to be used as a means of assessing the ability of responsible individuals to understand the requirements and restrictions/limitations of the installation of IFRMs and SFRMs and the industry related documents referenced in this CAP. This CAP is not a substitute for manufacturer's specific product installation directions.

### **1.2 Scope**

- 1.2.1 This CAP sets the requirements for accreditation of contractors that install Spray-Applied Fire Resistive Materials or Intumescent Fire Resistive Materials.
- 1.2.2 This CAP establishes the procedures for examining the knowledge level of the contractor's Designated Responsible Individual (DRI) who is responsible for all aspects of SFRM and/or IFRM Application.
- 1.2.3 A contractor that meets the requirements of this CAP shall receive an NFCA Accreditation Seal and its name will be posted on the NFCA web site ([www.nfca-online.org](http://www.nfca-online.org)) as an Accredited Contractor for the installation of SFRMs and/or IFRMs. The accreditation seal is a registered mark of the NFCA. A contract between the NFCA and the contractor authorizes the contractor to use the accreditation seal.
- 1.2.4 Contractors accredited in accordance with this CAP shall be responsible for the quality and integrity of the installation and for assuring that the materials have been installed in such a manner that the installation shall meet or exceed the project design requirements.

### **1.3 Basis for Requirements**

- 1.3.1 The requirements of this CAP are based on research and testing, application procedures of product manufacturers, and product approvals by Approval agencies.

1. 3.2 Meeting the requirements of this CAP qualifies a contractor as an accredited installer of SFRM or IFRM. Approval requirements prohibit component substitution or modification to the agency approved fire resistive design unless procedures in the Agency Fire Resistive Directory are followed or approved by Authority Having Jurisdiction (AHJ) as allowed by code.

#### **1.4 Basis for NFCA Accreditation**

1. 4.1 NFCA Accreditation shall be based upon a satisfactory evaluation of the contractor in the following areas:
  - a. Verification that the contractor's DRI has been actively involved in the installation of products for a minimum of two (2) years.
  - b. Demonstration, as evidenced by meeting the minimum requirements of a written examination, that the DRI has knowledge of all documents referenced in this CAP as well as field application procedures.
  - c. Contractor is a contractor member of the NFCA in good standing.
- 1.4.2 Continued Accreditation shall be based upon a satisfactory evaluation of the SFRM and/or IFRM contractor in the following areas:
  - a. Verification that the DRI employed by the contractor continues to exhibit a demonstrated knowledge of the standards and documents referenced in this CAP and overall product knowledge of the assemblies through attendance by the DRI at industry sponsored seminars, maintaining active membership in an industry related professional organization, providing presentations or instruction sessions, or attendance at educational courses resulting in the collection of at least ten (10) Continuing Educational Units (CEU's) every year, or 30 CEU's over three years, or passing a DRI examination every three years. One hour equals 1 CEU.
  - b. Contractor maintains an annual contractor membership in the NFCA.

## **2.0 APPLICABLE DOCUMENTS AND DEFINITIONS**

### **2.1 Applicable Documents**

The following standards, publications, and practices are referenced in this CAP:

- a. The National Fireproofing Contractors Association (NFCA)

- i. NFCA 100 – Standard Practice for Application of Spray-Applied Fire Resistive Materials (SFRMs)
  - ii. NFCA 200 – Field Quality Assurance Procedures Pertaining to the Application of SFRMs
  - iii. NFCA 300 - Standard Practice for the Application of Thin–Film Intumescent Fire-Resistive Materials (TFIFRM)
  - iv. NFCA 400 - Field Quality Assurance Procedure for Application of Mastic and Thin-Film Intumescent Fire Resistive Coatings
- b. Underwriters Laboratories Fire Resistance Directory
  - c. AWCI 12-B

## **2.2 Definitions**

For purposes of this CAP, the following terms apply:

- a. Accredited contractor – A contractor that meets the requirements established in this CAP.
- b. Contractor – A business entity providing the service of installing assemblies, systems or components in building constructions.
- c. Designated Responsible Individual (DRI) – The contractor’s employee who meets the criteria contained in this CAP and is responsible for maintaining continued approval.
- d. Intumescent Fire Resistive Materials (IFRMs): Thin film materials sprayed direct to structural members to provide passive fire-resistive protection.
- e. Spray-Applied Fire Resistive Materials (SFRMs): Materials mixed with water that are sprayed onto structural members to provide passive fire-resistive protection to the members.

## **3.0 GENERAL INFORMATION AND REQUIREMENTS**

### **3.1 Overview**

- 3.1.1 An approved fire rated listing provides fire resistive protection to structural members in accordance with the hourly rating of the job requirement. The fire rated listing results from testing the construction under laboratory conditions. The NFCA Accredited Contractor Program helps ensure that proper installation of the specified materials results in achieving the listed hourly rating. Substitution of any component within an approved listing is not allowed unless shown in the appropriate agency approval guide or directory or approved by AHJ as allowed by code.

- 3.1.2 In order to achieve the intended results, it is necessary that a contractor use the specific approved products specified in the published listings and install them in accordance with manufacturer's written installation instructions and accepted industry practices. Installing any single component in a non-specified manner may jeopardize the integrity of the entire assembly.
- 3.1.3 In an effort to ensure the reliability and performance of listed applications, this CAP requires that an Accredited Contractor employ at least one Designated Responsible Individual who:
- 1) understands the requirements and restrictions of an installation as stated in the approval agency's guides or directories;
  - 2) has a knowledge of products and their proper installation;
  - 3) has the ability to identify, and authority to implement corrective action when deficiencies or non-conformances occur; and
  - 4) has daily access and interaction with the field installation crew(s).

### **3.2 Eligibility Requirements**

- 3.2.1 Eligibility for the NFCA Accredited Contractor Program shall be made available to those contractors who have successfully completed evaluation in the following areas:
- a. Verification that the contractor's DRI has been actively involved in the installation of assemblies for at least two (2) years;
  - b. DRI completion of classroom training and an examination administered by NFCA or Underwriters Laboratories (UL);
  - c. Evidence by a signed certificate or letter from a product manufacturer being used by a contractor that the contractor's DRI and field personnel have been installing manufacturer's products for a minimum of two years;
  - d. Current contractor member of the NFCA.

### **3.3 Demonstrated Knowledge**

- 3.3.1 The DRI shall demonstrate his/her knowledge of SFRM and/or IFRM by obtaining a minimum score of 80% on a written examination administered by the NFCA or UL. Areas covered on each examination are shown in Appendix A and Appendix B.
- 3.3.2 Examinations will be proctored by NFCA or UL personnel, or their designee, at designated times and places. Positive photo identification will be required for admittance to the examination area.



### **3.4 Designated Responsible Individuals**

- 3.4.1 Contractors that obtain NFCA Accreditation recognition shall employ at least one DRI who meets the eligibility requirements of section 3.2, and demonstrates knowledge required in Section 3.3.
- 3.4.2 Contractors who conduct business at different physical locations using application crews working from that location shall have a DRI for each location. One DRI may be used for all business names operating from that location.
- 3.4.3 In the event that the DRI ceases employment with the contractor or is unable to perform his or her duties due to extended illness, injury or incapacitation, the contractor shall be given a grace period of four (4) months or the next SFRM/IFRM available testing and training to employ or qualify another DRI, without loss of accredited recognition. The contractor has the option to use another DRI in his employ to take responsibility for the installations during this interim time period and may thus express that the application has met the requirements of this program.
- 3.4.4 Should a DRI leave the employ of a contractor for another contractor in the NFCA Accreditation Program, the DRI shall be required to maintain his CEU's in the same time frame as if he/she stayed with the original contractor.

### **3.5 Continuing Education**

- 3.5.1 The DRI employed by an Accredited Contractor shall continue to attend training programs and educational seminars resulting in the attainment of at least ten (10) continuing educational units (CEU's) every year or a total of 30 CEU's in three years. One hour of training is equal to one CEU.
- 3.5.2 CEU's can be obtained by attendance at industry approved educational training or educational seminars (where CEU's are offered), or by attending educational programs offered by accredited colleges, universities and other providers of adult education. Such training or seminars shall deal with topics such as life safety, loss prevention, building codes and other construction related topics as listed by the NFCA. CEU's may also be obtained through attendance at manufacturers' educational programs that have been reviewed and found acceptable by the NFCA.
- 3.5.3 As an alternative to obtaining the CEU's noted above, the DRI shall be permitted to take a written examination every three (3) years. The required examination(s) and score(s) needed to maintain accredited recognition shall be as shown in Section 3.3.1.

### **3.6 Removal of Accreditation Seal**

#### **3.6.1 Removal of Contractor Accreditation Seal**

In the event that any of the following non-conformance actions take place, the NFCA Seal of the Accredited Contractor shall be removed.

- a. DRI ceases to meet requirements of Section 3.2, 3.3, or 3.4;
- b. Contractor ceases to be a member of the NFCA.

### **3.7 Reinstatement of Accreditation Seal and Re- Examination**

#### **3.7.1 Reinstatement of Accreditation Seal:**

To reinstate the NFCA Accredited Contractor Seal the following actions must be taken by the contractor:

- a. the DRI must pass a written examination;
- b. Contractor must be an accepted NFCA contractor member in good standing.

## **APPENDIX A**

### **The NFCA SFRM Examination Information**

#### **A. I Background**

- A.1.1 A requirement for obtaining NFCA recognition as an Accredited SFRM Contractor is that the SFRM contractor shall employ a Designated Responsible Individual who has demonstrated knowledge of various aspects of approved SFRM assemblies.
- A.1.2 This level of knowledge shall be assessed by having the Designated Responsible Individual achieve a minimum 80% score on a written examination administered by NFCA as defined in Section 3.3.

#### **A. II Purpose**

- A.2.1 The purpose of this Appendix is to provide information on the general topics likely to be included on the written examination titled “The NFCA Accreditation Examination for SFRM Contractors”.
- A.2.2 The items shown in this Appendix are considered an overview of what the examination will include and are not to be considered as a complete list.
- A.2.3 Topics other than those shown below may be included on the examination if at the sole discretion of the NFCA they are considered of common knowledge that should be known to the DRI. In addition, a topic shown below might not actually appear on the examination.

#### **A. III Eligibility**

For details on the eligibility and the minimum test scores needed, refer to Sections 3.2 and 3.3 of this CAP.

#### **A. IV Topics**

In addition to general industry knowledge contained in the industry-related documents referenced in this CAP, the following topics are likely to be included on the examination referenced above. Where applicable, emphasis will be given to the topic as it relates to SFRM.

The Underwriters Laboratories Fire Resistance Directory

- Introduction to Directory
- Fire Rated Designs

Model Building Codes

NFCA Training Program Modules

NFCA Standards Pertaining to Spray-Applied Fire Resistive Material

## **APPENDIX B**

### **The NFCA IFRM Examination Information**

#### **B. I Background**

- B.1.1 A requirement for obtaining NFCA recognition as an Accredited IFRM Contractor is that the contractor shall employ a Designated Responsible Individual who has demonstrated knowledge of various aspects of approved IFRM assemblies.
- B.1.2 This level of knowledge shall be assessed by having the Designated Responsible Individual achieve a minimum 80% score on a written examination administered by NFCA as defined in Section 3.3.

#### **B. II Purpose**

- B.2.1 The purpose of this Appendix is to provide information on the general topics likely to be included on the written examination titled “The NFCA Accreditation Examination for IFRM Contractors”.
- B.2.2 The items shown in this Appendix are considered an overview of what the examination will include and are not to be considered as a complete list.
- B.2.3 Topics other than those shown below may be included on the examination if at the sole discretion of the NFCA they are considered common knowledge that should be known to the DRI. In addition, a topic shown below might not actually appear on the examination.

#### **B. III Eligibility**

For details on the eligibility and the minimum test scores needed, refer to Sections 3.2 and 3.3 of this CAP.

#### **B. IV Topics**

In addition to general industry knowledge contained in the industry-related documents referenced in this CAP, the following topics are likely to be included on the examination referenced above. Where applicable, emphasis will be given to the topic as it relates to IFRM.

The Underwriters Laboratories Fire Resistance Directory

- Introduction to Directory
- Fire Rated Designs

Model Building Codes

NFCA Training Program Modules

NFCA Standards Pertaining to Intumescent Materials

AWCI 12-B