

Cert News

NICEIC Certification

Centre News & Information

Issue 8

Welcome to the eighth edition of the news and information from NICEIC Certification.

NICEIC Certification, venture for Award Organisation (AO) status.

The NICEIC Certification application for AO status with Ofqual has progressed to Stage 2 on the second submission which involved a detailed examination of the policies and procedures submitted to satisfy the regulatory conditions of recognition.

Bearing in mind that Ofqual can take up to 60 days to provide feedback regarding a submission (and each re-submission is evaluated again from the start by a different panel) the decision has been taken to appoint Alan Long of Creatio to act as NICEIC's consultant and advisor regarding future submissions. It is hoped that this appointment should speed up the application process for AO status considerably and also offer further advantages in the future to both NICEIC Certification and the potential users of its qualifications by utilising Creatio's IT and document management systems, which have been built specifically around the requirements of AO.

NICEIC Certification continues to work on the next submission to Ofqual as an on-going priority.

The Certification of Persons Management System Council (CPMSC).

The CPMSC are independent of Certsure LLP (NICEIC Certification) and ~~who's~~ its role is to overview the activities of NICEIC Certification to ensure the proper functioning and impartiality of the Certification of Persons and Management System activities. If you or your customers have any issues or queries that you would like to bring to the attention of the CPMSC then these can be sent directly to the Chairman of the CPMSC (currently Mr Richard Searle). The direct e-mail address is; CPMSC@Certsure.com

The next meeting of the CPMSC will be held on the 5th December at Warwick House.

NICEIC On-Site Guide up-date.

Update – September 2017

Gas Guides

Various Gas Guides have or are in the process of being amended in readiness for reprint and these changes are summarised below.

A user enhancement has also been implemented with our customers in mind, in identifying "what has changed" by the inclusion of a simple table to each Introduction section of the guides.

These tables will sign post the changes, the sub-section as well as the scope of change.

Liquefied Petroleum Gas On-Site-Guide

The guide has come up for reprint (existing Guide is Version 3, printed January 2017). Several areas have been highlighted during the year for review and/or minor corrections, and these have been implemented to produce Version 4, September 2017.

The amendments are:

- Section 2 has minor amends to Table 2.5 and figures 2.4 & 2.5 (depicting flammability limits). The amendments align the information to that of UK LPG Technical Fundamentals.
- Section 3 sees a new sub-section 3.4.1 discussing uncontrolled releases of LPG.
- Section 4 has a minor correction to values used for Options 1, 2 & 3.
- Section 5 sees additional text to sub-section 5.6 on the need to bond bulk storage vessels as well as a new sub-section 5.6.2 for marking vessels.
- Section 6 has a new figure (6.7) showing the component parts of a typical combined OPSO/UPSO/Relief valve/Regulator set.
- Section 9 has a minor amend to sub-section 9.17 on low level ventilation of service ducts that are fire stopped at each story level, as well as the need to identify services that contain elevated pressures. New sub-section 9.19.1 has been added discussing the need for pressure test points at ECVs/AECVs and appliance isolation valves (where not a component part of said valves).
- Section 11 sees a new sub-section 11.6 discussing fixed LPG tanks for motorhomes.
- Section 12 has a minor amend to 12.2.5.1 for habitable areas. A new sub-section 12.2.7 has been added discussing PSV systems and mechanical extraction; remaining guidance has been renumbered due to inclusion of text.

- Section 13 sees the final minor amendment relating to sub-section 13.7.2 - the paragraph relating to closable vents for sea-going vessels has been removed as this is no longer an option within PD 54823: 2016.

The guide is currently at the printers and should be in stock late October 2017.

Domestic Gas Safety On-Site-Guide –

The current version (Version 6, printed October 2016) will come up for reprint in December 2017 and therefore, preparation work has been undertaken to review/update the Guide in readiness.

A new version (Version 7) will be released late December 2017, providing amendments to:

- Part 1; Section 4 sees the expansion of information on PSV systems in sub-section 4.3.4 and the removal of text (sub-section 4.6.2) relating to gas cookers within internal kitchens.
- Internal kitchens are now covered in Part 2; Section 16 'Cookers' where text from Part 4 has been included and expanded upon to discuss ventilation options for this area of gas work.
- Part 1; Section 5 has corrections to sub-section 5.3.1 discussing pipe sizing to take account of gross to net CV conversion – figures use net values whilst previous text discussed gross values only.
- Part 1; Section 7 has minor amendments to sub-section 7.3 covering the change from OAMI to SPAA AMI, as well as set outlet pressures for PRS3/E regulators.
- Part 1; Section 9 sees new information on interacting with digital displays used on electronic gas meters (information based on Gas Safe TB 112).
- Part 2; Section 16 sees new information on ventilation, partly taken from Part 1, Section 4, and expanded upon to cover 'wet' rooms and ventilation of internal kitchens.
- Part 2; Section 20 sees amendment to sub-section 20.4 plus new text discussing required competencies for working on existing gas meter installations. Other amendments include the change of OAMI to SPAA AMI and the use of 2 x pliable connectors for semi-concealed meters (sub-section 20.7.5.4), as well as how to identify gas supplier using the Meter Number Enquiry Line (sub-section 20.7.7).
- Part 2; Section 23 see minor amendments to various figures (fig's 23.33 & 23.25) reflecting recent changes to IGEM/UP/10 Edition 4 with amendments March 2016 & February 2017, as well as, inclusion of the required minimum documentation needed on completion of works covered by sub-sections 23.5.2.1 & 23.5.2.2.

Non-Domestic Gas Safety On-Site-Guide

Minor amends required for the guide to cover small changes introduced by IGEM/UP/10 Edition 4 (with amendments) – particularly relevant to Section 12 of the guide. This work is currently in progress.

No other significant changes are required at this time, but the minor amends will need to be recognised by the issue of a new version of the guide – current guide is Version 7, October 2016 but will change to Version 8, December 2017.

Domestic Power Point

The domestic Power Point will be amended to reflect the changes captured within the Domestic Guide and will be ready along with Version 7 of the Guide.

Gas Forms

Forms (Certificates and Reports) are being reviewed as stock allows. During 2017, 3 x forms have been reviewed and updated, whilst a 4th form has been added in support of an existing report:

- NG Landlord / Gas Safety Record
- LPG Landlord / Gas Safety Record
- Wet Central Heating Commissioning Certificate

Plus

- Issues of Non-Conformity Associated with a Landlord / Gas Safety Record (used to record non-gas safety issues, where desired by customers, that used to be covered under the now defunct 'NCS' classification).

Other gas forms will be amended / updated as stock is run down.

ACS Criteria Up-dates 1st October 2017.

All approved ACS assessment centres will have now been issued with their 1st October disks for implementation. The metering assessments have undergone change specifically MET4, CMET1 & CMET2. These assessments have now been expanded and now contain re-assessment theory questions and the practical criteria has also been adjusted and edited. As expected these changes affect all supporting documents so there are a quite a number of edits and additions within the ESP and Meter Installer Disk. The technical criteria changes are mainly related to IGEN/GM/6 and GM/8 series of standards and you will find these on the theory rationale.

The non-domestic disk due to recent IGEN/UP/4 changes has undergone change specifically the assessment criteria for CCP1 theory and practical. There are also a number of edits to question papers which are detailed within the read me first document and theory rationale.

The domestic disk has not undergone much change other than updates to specific questions and performance criteria mainly generated from assessment centre feedback.

The LPG disk has a number of edits to RPH criteria specifically question paper OB9 and its' rationale and performance criteria. This has come about with the decision to remove BS3632 1995 requirements and we now concentrate on the 2015 and 2005 issues.

Generically in all disks you will find a re-write of assessor guidance which now contains flowcharts for theory and practical methodologies. ACLS forms now refer to a sectional retake which must be submitted with a fresh ACLS.

Approved centres must confirm with the Chesterfield Office receipt and implementation of the new criteria by the 1st October. It is strongly encouraged that centre managers carry out CPD with all practitioners to ensure their understanding of the new paperwork.

IGEM/IG/1 Standards of Training

NICEIC Certification has had their revised Domestic and Domestic Meter Installers Managed Learning Programmes (MLP's), audited and approved by a Third Party Auditor acting on behalf of the Strategic Management Board (SMB). Currently these packages are being trialled at a number of Centres with a view to being available before the 1st October, which is the date that currently the IGEM/IG/1 Standards of Training requirements are to be introduced.

NICEIC Certification Training & Assessment Portfolio Up-date.

The Health and Safety, Water Regulations and Unvented Hot Water Packages now have a common application form and candidate assessment record, making it simpler to have the correct form to hand, the same forms can now be used for all the renewable energy and water assessments we offer.

The Health and Safety package has been amended to a 09.17 version. This amended version contains an up-dated assessment and power-point show. One of the enhancements of the up-date is to make the package more relevant to an installer of solar thermal hot water and heat pumps.

The Water Regulations package has also been amended to a 09.17 version. This was driven by two main changes; firstly the power-point show contains hyperlinks which allow the presenter to have control of what subjects are shown on the next screen. Secondly it now picks up changes to the regional regulations that do not appear the WRAS book. This relates to small differences within the regulations between Scotland, Northern Ireland and the ones for England and Wales.

The Unvented Hot Water package has also been amended and is now more aligned to renewable technology minimum technical competencies (MTC's) which will make it simpler for a successful candidate to register with MCS and CPS schemes. The training power-point is now more "user friendly" and the assessment now includes the jointing of pipework and a water soundness test.

The new “Electrical Testing and Fault Finding for Gas Engineers” package, has been recently promoted as an editorial within the Gas Engineer (GSR Publication). Currently another communication is being put together which will appear in a number of other trade magazines, promoting both the package and also the NICEIC approved centres.

Train the Trainer sessions are still being arranged and offered out to centres in order that they can operate the package. You will be aware that this is a modular training programme which explains the fundamentals of electrical safety and how appliances and systems work, it also covers the methodology of fault diagnostics.

The Aims and Objectives of the “Electrical Testing and Fault Finding for Gas Engineers” package

The aim of the programme is provide the learner with sufficient knowledge and understanding for:

- Basic electrical fundamentals
- How gas appliance and controls systems work
- Health, safety and safe isolation of electrical equipment
- Fault finding techniques and product replacement

The NICEIC objectives for the programme, is for the learner without error to:

- Successfully complete a theory assessment consisting of a range of questions related to basic electrical fundamentals.
- Successfully complete a theory assessment consisting of a range of questions related to how gas appliances and system controls work.
- Successfully demonstrate the correct safe isolation procedure
- Successfully complete three theory assessments consisting of a range of questions related to fault diagnostic techniques’, practically demonstrate electrical safety checks and locate and repair an electrical fault on a wet central heating control system.

Programme Limitations

This course is designed to give gas installers the ability to appreciate the safety requirements when:

- ✓ Maintaining gas appliances and systems
- ✓ Fault finding on gas appliance electrical systems
- ✓ Replacing controls and components on different types of gas appliance electrical systems
- This course is not intended to train gas installers to become electricians

Programme Content

The training programme is delivered through a balanced mixture of instruction, discussion, demonstration and practical learner participation.

There are four modules each with their own learner guides and power-point presentations.

There are a “range” of appliances consisting of wet central heating system boilers, combination boilers, gas cookers and ducted air heaters. System controls, components and wiring arrangements for each appliance type are included.

The learner evaluation is demonstrated by attaining the required standard in an assessment environment for each module.

Assessment Methodology

There are 4 methods of assessment used within the electrical testing & fault finding for gas engineers programme to evaluate the learner is meeting the required standard:

1. Multiple Choice Questions
2. Practical Scenario Questions
3. A Mixture of 1 & 2
4. Practical Performance Criteria (PPC)

The required attainment standard is:

- 100% or:
- Without Error

The learner will be allowed three attempts to attain the required level for knowledge, understanding and performance.

Recommended Durations

NICEIC Certification recommends the following durations for each module:

- Module 1 & 3 – 1 Day (Based on a 7 hour day)
- Module 2 – 1 Day (Based on a 7 hour day)
- Module 4 – 1 Day (Based on a 7 hour day)

Completing all four modules is a three day programme. Learners can talk to their approved centre regarding a tailored delivery model.

Note: It has been evaluated that candidates not wishing to undertake the ducted air heaters and cooker elements may be able to complete the above 3 day programme in 2 days. Centres must ensure that their delivery model is capable of achieving this option before commencement.



For more details contact Lainey Waddoups via her email lainey.waddoups@niceic.com

Group Competence Scheme (GCS) Up-date.

NICEIC Certification is still the only one of two Certification Bodies accredited to Certify the Group Competence Scheme (GCS).

If you would like more information on GCS please contact ian.crockett@niceic.com and Ian would be happy to run through GCS with you.

GCS background information:

GCS is one of a number of routes that a Gas operative can prove their Competence with ACS and the aligned NVQ/SVQ being the others. ALL routes have to cover the same Matters of Gas Safety (MoGS) for the scope of qualification.

E&U Skills “own the GCS”, membership is chargeable to the business dependent upon the number of the operatives on the scheme this charge will incorporate a sliding scale of charges, based upon a charge of £50 per Engineer.

The business will have to engage the services of a GCS certification body Certified to EN 17021 to audit and certify the business, plus download the individual engineer qualifications to GSR.

GCS is for “Re-Assessment only”, any extension of the Engineers scope will be via initial ACS, within an EN 17024 (Personnel Certification) assessment centre. GCS places the responsibility of “Gas Safety” on the employer. It’s the “Business” who will be deeming their engineer competent for their scope of membership and then issuing a relevant certificate of competence.

It’s the businesses responsibility to develop an audit/assessment process, procedures and documentation that will cover the Scope of the Business’s GCS registration (practical plus knowledge & understanding). The audit/assessment process will be based upon the scope of work the business undertakes within the GCS and the audit process may cover the complete Gas operation of the business or be limited to specific areas and scope (those only covered within the business GCS

membership). Any criteria that it is not possible to cover on the district can be covered within a Third Party or the business's Training & Assessment Centre.

The GCS is a continuous 5 year process for the Engineer and not just a snap shot in time and once successful the business' GCS Certification will be for three years. Surveillance visits will normally be annually for which the duration and complexity will be dependent upon the size of the business's GCS Certification. The certification bodies audit regime will have to be robust enough to satisfy the requirements of EN 17021 and the GCS Scheme Documents. UKAS will audit the certification body to ensure both compliance with the standard and scheme are maintained.

NICEIC Team News;

Kelly Manlove has left the Certification Team recently to forward her career within Certsure LLP as a Training Team Coach based in Chesterfield. I'm sure you'll join us in congratulating Kelly and wishing her all the best in her new role. Replacing Kelly is Ella O'Regan who joins us with over 11 years' experience in an administrative role bringing with her a wide range of skills and qualities.

An Introduction to NICEIC Team member;

Bob Osborne, Primary Contact & Centre Manager.



When did you join NICEIC?

I joined the company in May 2011, but had worked as an associate for a couple of years prior to that.

Who were your previous employers?

I was employed by Centrica for 35 years covering a wide range of engineering and management activities across the Domestic, Commercial and Industrial gas sectors. My final role was the national manager of one of their then new products Plumbing and Drains. Where I was responsible for the delivery of this nationwide service.

What qualities do you bring to the roll?

I bring a wide knowledge of the gas business and a good deal of hands-on practical experience as well as managing people and more importantly customer expectations. Every role I have done has

been as part of a team and if nothing else this has shaped my thoughts as to where the best businesses are successful.

What skills have you developed during your career?

As mentioned above I have a good deal of practical experience in the gas business and I think that helps when you're dealing with engineers or anyone with a practical background. I have over the years had to deal with wide range of demanding customers and as such I have developed the skills needed to manage their expectations.

I come from a business that was once a nationalised industry that had to re-invent itself to meet the needs of a new market place. This means I have experienced a great deal of change which I have learned how to manage to get the best results.

Tell us about your home life and any interests.

I am married with two daughters Sally and Emma and one grandson Leo. My main interests are climbing, hillwalking and cycling. I climb in the UK in summer and winter and have also climbed in France, the Alps and Canada. Over the last 7 years I have spent a lot of time in Scotland walking the 283 Munro's, the mountains over 3000 ft, which I completed in August 2016. So I'm now looking for a new project.