



**SURE
FIRE**
TECHNICAL
SERVICES

Unit E, Fairview Buildings Heage
Road Industrial Estate, Ripley,
Derbyshire, DE5 3GH

Tel: 0845 2600 166

Fax: 0845 2600 266

Email: info@surefire.org.uk

Web: www.surefire.org.uk

Training Prospectus 2012

HETAS Competent
person courses,

Biomass course

**Practical installation
courses**



Solid Fuel, Wood Burning & Chimney Specialists

•Approved Training •Expert Witness Reports & Appearances • Air Permeability & Chimney Testing •Site Investigation & Advice •Safety Inspections

www.surefire.org.uk

SURE FIRE **TECHNICAL SERVICES**

Present a series of courses especially developed for the Wood and mineral fuel installer.

Includes the current range of courses from HETAS

H001 - Introduction to solid fuel

This course is designed to introduce new entry candidates to the processes of solid fuel installations. To distinguish between dry stoves and stoves with hot water and heating plumbing systems included, an introduction to the building regulations and standards required for solid fuel installations

H002 – Solid fuel building regulations & standards

This course is designed to introduce candidates to the processes of solid fuel installations. To distinguish between dry stoves and stoves with hot water and heating systems included, bringing the candidate up to date with the building regulations and standards that are required for solid fuel installations

H003 - DRY Stove & Appliances (practical assessed)

Dry Stoves – work experience, knowledge & understanding of building structure

H003+4 – Wet Stove & Appliances (practical assessed)

Stoves including hot water and central heating boilers - work experience, knowledge & understanding of building structure

In addition over the past year Sure Fire Technical Services has developed a series of courses to assist the industry in serving the growing demand for new installers. These include the following

- **Practical installation course** – New entrants into the industry are finding it difficult to get the practical skills training for the installation of solid fuel appliances. To help in this Sure Fire Technical Services has developed a series of courses to provide a practical experience and a mentoring facility. Including
 - **Open fire installation**
 - **Stove installation**
- **The installation of factory made chimney systems**
This is a specialist field and with recent changes to the relevant European Standards there is some confusion as to what is allowed and what is not, Sure Fire Technical Services can now offer a full day course on the subject
- **Flue lining courses. –**
Isokern Pumice lining course and flexible stainless steel liner course

Other courses offered to the solid fuel installer are

- Working at heights
- Chimney surveying and CCTV.



HETAS
Solid Fuel
Competent persons courses
All courses designed and approved by HETAS

These courses use training manuals that now include a greater level of information on wood burning and the 2010 issue of approved document F, G, J & L of the Building Regulations.

These courses now have to be taken at one of the HETAS approved training centers of which the Sure Fire Training Centre was the first

The courses will be for a maximum of 12 delegates to ensure each delegate has the opportunity to ask questions and gain the most out of each course while enabling a wide range of delegate experience and knowledge to be present on each course.

There is a HETAS provided examination and a full practical assessment on each course and the successful completion of this will be a major component in the delegates' application for HETAS competent person's status under the Building Regulations.

NEW ENTRANT ROUTES

Where a delegate wishes to have a change of career and has had no heating or construction background they must start with at least one of the following courses before being able to go on to the H003 or H004 courses

H001 - HETAS - Introduction to solid fuel

1 day duration

This course is a basic introduction to Solid Fuel Installations & Regulations. This course is targeted at the candidate who has no prior knowledge of heating or plumbing.

H002 - HETAS – Solid Fuel Regulations & Standards

2 day duration

This theory and awareness course is designed to introduce candidates to the processes of solid fuel installations and is targeted at show room staff, surveyors, building control officers and architects who need the regulations update; including a theory assessment and certificate which can lead to HETAS approved retail listing.

Once either of these courses is completed then those who wish to go into installation work can go on to take some or all of the following courses depending on what is relevant.

Installer courses for those in the construction industry

Courses for those in the construction or heating industry who wish to either move into the solid fuel sector or wish to formalise their existing status.

H003 - HETAS - Installer Dry Appliances (practical assessed)

3 day duration

This course is targeted to candidates who have relevant work experience. They should have a knowledge & understanding of buildings and regulations and be working in the construction/heating industry. This will include both theory and practical assessment. Successful completion leads to certification, which is a requirement for HETAS installer registration

Pre-requisites;

At least one of the following;

- Evidence of OFTEC 101 or 102
- Evidence of Gas Safe Registration – CCN1 and HTR1
- Evidence of two years of working in the domestic building trade as a builder, bricklayer and or plumbing & heating engineer, including work on chimneys and or solid fuel appliances.
- Portfolio of work evidence appropriate to working in the stove installation industry together with the relevant site health and safety requirements e.g. CSCS card

H003+4 - HETAS – Installer Wet Appliances (practical assessed)

4 day duration

This course is targeted to candidates who have relevant plumbing/heating work experience. This will include both theory and practical assessment. Successful completion leads to certification, which is a requirement for HETAS registration for boiler model appliances.

Pre-requisite

One of the prerequisites for H003

Plus one or more of the following;

- Evidence of OFTEC 101
- Evidence of Gas Safe Registration – CCN1 and CEN1
- Evidence of formal qualifications – for example City & Guilds NVQ 2 plumbing (including - G3 Unvented Hot Water)
- Evidence of formal qualifications – for example NVQ 3 plumbing City & Guilds.

BIOMASS COURSE

Introduction -

With the increasing complexity of biomass appliances and heating systems, HETAS has provided an additional course to provide the information needed for this type of installation. The course provides background information to enable the engineer to carry out feasibility studies professionally advise the client, consider fuel type and storage options as well as design systems and installation to suit the varying site circumstances. Successful completion of this theoretical and practical course will allow a HETAS registered engineer to extend there registration categories to include Mechanically Fed appliances and form a part of their Microgeneration Certification Scheme.

This course would also be important for those who may need to understand the complexities of integrating these heating systems and appliances into new and existing buildings such as Architects, Building control officers and surveyors.

H005 - HETAS – Wood Biomass Appliances (practical assessed)

4 day duration

Qualified engineers with work experience, knowledge & understanding of building structure. Design Engineers, Architects with relevant academic qualifications in the building services industry

Pre-requisites (installers);

HETAS H003 - Installer Dry Appliances (practical assessed)

HETAS H004 - Installer Wet Appliances (practical assessed)

G3 Unvented Hot Water

H005BR LIMITED SCOPE CERTIFICATE

5 day duration

This course is for those engineers who are looking to achieve the HETAS biomass course (H005) but will not be registering for the installation of wood burning, multi-fuel or open fired stoves.

The extra one day at the beginning of the course ensures those engineers from other heating disciplines can gain entry to the HETAS and MCS Biomass registration without having to take the full 4 day H003+4 courses. The additional course content covers modules from H003+4 that are relevant to biomass installations and includes items from the Building Regulations sections G,J,F & L, as they relate to solid fuel appliance installations and so to biomass boilers.

All the HETAS courses run by Sure Fire Technical Services have experienced lecturers who are HETAS registered consultants and can give real life examples and provide additional information and feed back to questions.

Price list for HETAS Courses

Code	Title	Days	Price plus Vat	Price Inc Vat
H001	HETAS - Introduction to solid fuel	1	240.00	288.00
H002	HETAS – Solid Fuel Regulations & Standards	2	410.00	492.00
H003	HETAS - Installer Dry Appliances (practical assessed)	3	650.00	780.00
H003/4	HETAS – Installer Wet Appliances (including H003)	4	880.00	1056.00
H004 – top up	HETAS – Installer Wet Appliances (practical assessed)	1	270.00	324.00
H005	HETAS – Wood Biomass Appliances (practical assessed)	4	750.00	900.00
H005 /BR	HETAS – Wood Biomass Appliances limited scope certificate (practical assessed)	5	990.00	1188.00

Price list for SURE FIRE Practical Courses

Below are the prices for the practical courses run by Sure Fire Technical Services in its training centre to try and enable the practical elements needed for HETAS registration to be carried out under supervision and in a safe environment. Please note HETAS may require at least one installation to be carried out in a customer home.

Code	Title	Days	Price plus Vat	Price Inc Vat
SF1	Open Fire installation course	1	200.00	240.00
SF2	Stove installation course	1	200.00	240.00
SF3	Flexible flue liner course	1	250.00	300.00
SF4	Factory made steel chimney course	1	180.00	216.00
SF5	Chimney CCTV surveying a testing	1	180.00	216.00
SF6	Working at height course	1	200.00	240.00



SURE FIRE TECHNICAL SERVICES
 Unit E Fairview Buildings,
 Heage Road Industrial Estate,
 Ripley, Derbyshire,
 DE5 3GH



HETAS COURSE BOOKING FORM AND DECLARATION.

Forenames			
Surname			
Date of Birth			
Address			
Post Code		Telephone	
Date of course		email	

Please attach
2 passport
photographs

Course to be attended	H001 <input type="checkbox"/>	H002 <input type="checkbox"/>	H003 <input type="checkbox"/>	H003+4 <input type="checkbox"/>	H004 top up <input type="checkbox"/>
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Candidate declaration

For acceptance on the H003 and H004 the delegate must be able to tick one of the following boxes

I declare that I have evidence of OFTEC101 or OFTEC102 or GAS SAFE (CCN1 & HTR1) membership	<input type="checkbox"/>
I declare that I have evidence of three years work in the domestic building trade as a general builder, brick layer, plumbing etc including at least some work associated with the installation of chimneys and/or solid fuel appliances	<input type="checkbox"/>
I declare that I have evidence of two years work in the stove industry e.g. stove shop offering advice to householders, plus evidence of an appreciation of health and safety on a building site.	<input type="checkbox"/>

For acceptance on the H003+4 and H004 top up courses the delegate must be able to tick both of the following boxes

I declare that I have evidence of HETAS H003 or OFTEC101 and OFTEC105E or OFTEC102 and OFTEC105 or GAS SAFE (CCN1, HTR1 & CEN1) membership	<input type="checkbox"/>
I declare that I have evidence of a formal qualification in heating or plumbing	<input type="checkbox"/>

Please ensure copies of the appropriate certificates are enclosed with this form

Medical / Special needs (including diet)

Should you have any medical condition that may affect the way you work, the assessment process or any other special needs please list them separately and attach them to this application - Tick if applicable

Applicant Declaration

I confirm that to the best of my knowledge, the information provided on this application is true and correct

Applicants signature _____ Date _____

Course fee enclosed £ _____ including vat Please contact re card payment
 Card Payment accepted by telephone

Cheques made payable to - SURE FIRE TECHNICAL SERVICES
 AND THE FORM WITH PAYMENT TO BE RETURNED TO THE ABOVE ADDRESS

CANCELLATION TERMS APPLY - SEE TERMS AND CONDITIONS



SURE FIRE TECHNICAL SERVICES
 Unit E Fairview Buildings,
 Heage Road Industrial Estate,
 Ripley, Derbyshire,
 DE5 3GH



HETAS BIOMASS (H005 & H005BR) COURSE BOOKING FORM AND DECLARATION.

Delegate details		Please attach 2 passport photographs	
Forenames			
Surname			
Date of Birth			
Address			
Post Code	Telephone		
Date of course	email		
Course to be attended	H005 <input type="checkbox"/> See Below		H005/BR <input type="checkbox"/> Proof of other heating qualifications will be required
Candidate declaration			
For acceptance on the H005 the delegate must be able to tick the boxes below			
ALL CANDIDATES MUST BE ABLE TO TICK THIS BOX			
I declare that I hold a HETAS H003 & H004 Heating Engineers Course Certificate.		<input type="checkbox"/>	
ALL CANDIDATES MUST BE ABLE TO TICK THIS BOX			
I declare that I hold an unvented Domestic Hot Water Storage Systems certificate		<input type="checkbox"/>	
HETAS BIOMASS HEATING SYSTEMS (Please tick appropriate box)			
I declare that hold a formal craft qualification e.g. National or Scottish Vocational Qualification (NVQ) Level 3 in heating engineering or plumbing (please supply copies of certificates).		<input type="checkbox"/>	
I declare that I have a number of years experience in either conventional heating engineering or plumbing (please supply evidence to support this statement)		<input type="checkbox"/>	

Medical / Special needs (including diet)

Should you have any medical condition that may affect the way you work, the assessment process or any other special needs please list them separately and attach them to this application - Tick if applicable

Applicant Declaration

I confirm that to the best of my knowledge, the information provided on this application is true and correct

Applicants signature _____ Date _____

Course fee enclosed **£** _____ including vat Please contact re card payment
 Card Payment accepted by telephone

Cheques made payable to - SURE FIRE TECHNICAL SERVICES
 AND THE FORM WITH PAYMENT TO BE RETURNED TO THE ADDRESS ABOVE

CANCELLATION TERMS APPLY - SEE TERMS AND CONDITIONS

Appliance and liner installation courses - Practical.

These courses are held in the fully independent, purpose built, Sure Fire Training Centre ensuring that it is not biased towards any single product and is intended to enable the delegate to gain experience in a safe and supervised environment before going into the field and fitting appliances in someone's house.

It is not possible to ensure all "in the field situations" are covered but with experienced supervisors on site, additional information can be given during the day.

Each course will include a preliminary discussion of the aims and objectives of the course, the regulations that apply to the work being undertaken, the testing of the flues and on the health and safety implications of the work.

This course, and the installation carried out on it, may be used to form a part of the delegates portfolio or detailed work CV of relevant experience when applying to a competent persons registration scheme, a certificate of compliance will be issued to enable proof to be provided in this portfolio.

PSE Requirements - The delegate will be required to bring safety shoes or boots, gloves and goggles.

SF1 - Open Fire (£200.00 plus Vat)

In this instance, the installation of a British Standard fire back and fire surround is carried out in one of the two chimneys and fireplace recess that have been constructed in the training centre.

This not only gets the delegate used to handling the materials and equipment but also enables them to gain insight into the mixes used and the work involved. The work will be carried out in teams of two (though up to four delegates can be on each course).

Additional discussions will take place regarding the other types of open fires on the market to extend the delegates knowledge and experience.



SF2 - Freestanding Stoves (£200.00 plus Vat)

There are a number of stoves on site, any of which can be installed either top outlet or rear outlet, and can be fitted into one of the two chimneys built on site with the intention of assessing the chimney suitability for any of the appliances chosen to fit.

NOTE

This course does not cover the lining of flues with flexible stainless steel liners, as this is a separate course.



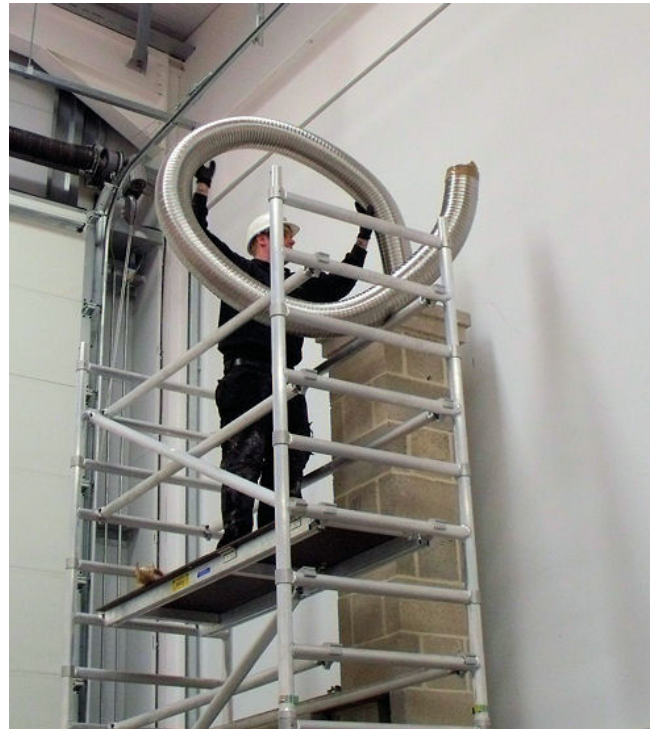
SF3 - Flexible stainless steel flue lining for solid fuels (£250.00 Plus Vat) **REQUIRED WORKING AT HEIGHTS CERTIFICATE**

This is the first time in the UK that a practical course on the subject will include the actual installation of the flue lining into a brick chimney.

This course will include looking at varying makes of flue liner and their installation instructions to assess the variations that exist.

The delegates will install a 5 m length of lining into a brick chimney that has been constructed with a corbelled offset. The front of the chimney has been left exposed to enable the installer to see if any damage has been done during the installation and the final lining will be tested with a pressure tester to ensure its full compliance.

This course, and the installation carried out on it, may be used to form a part of the delegates portfolio or detailed work CV of relevant experience when applying to a competent persons registration scheme, a certificate of compliance will be issued to enable proof to be provided in this portfolio.



SF4 - Factory Made Metal Chimney Course. (£180.00 Plus Vat)

This course is held in the fully independent, purpose built, Sure Fire Training Centre ensuring that it is not biased towards any single product, it is intended to enable the delegate to assess all products and their installation instructions in relation to Building Regulations and the new standards.

In recent times the original British Standards for the manufacture and installation of this type of chimney have been withdrawn and replaced by new European Normative Standards. BS 4543 – 1990 (1996) part 2 has been replaced by BS EN 1856-1:2003 (this is regarding the manufacture and testing of the chimney) while the British Standard on the installation of these chimneys - BS 7566 – 1992 parts 1-4 have been replaced with the new BS EN 15287-1:2007 Chimney – Design installation and commissioning of chimneys - for non-room sealed heating appliances.

These new standards change the way we consider this type of chimney and this new course is designed to inform the delegate of the changes, give advice on their implementation and some practical design exercises.

In the new training centre there are chimney and chimney components that allow a demonstration of the principles as well as enable the delegate to identify possible faults and improvements.



SF5 - CHIMNEY CCTV SURVEYING and TESTING COURSE (£180.00 plus vat)

WÖHLER is Germany's No1 producer of chimney testing, surveying and maintenance equipment and it is now available in the UK.

Mick Waumsley has put together this course for those who use this or any other CCTV equipment to survey chimneys or who are considering adding this to the services they offer.

The course covers all types of surveying from a simple visual examination through to full certification testing and covers all the issues from insurance to equipment. The delegate will be asked to study some CCTV tapes of actual chimneys and identify the faults (or lack of them) and decide whether they would pass or fail the chimney based on what they see. In addition the equipment will be used on one of the chimneys in the new training centre. This is intended as a practical course but in a clean and warm environment!!

SF 6 - Working at Heights

(£200.00 plus Vat)

Since May 2005 anyone that works off ground must have a ticket to say they have been trained to do so and can use all the equipment they need safely.

With this in mind Sure Fire Technical Services have teamed up with Ability International (a major supplier of ladder, scaffold and harnesses etc.) to provide a full training course that is geared to those engineers who work at heights.

The course covers

Ladders and steps

Tower scaffold

Roof access platforms.

Specialist chimney access platforms

Fall arrest equipment.

The company provide a full range of equipment to see and use on the day and with the new facilities, which includes a full 8 m eaves height, this can all be done indoors.

PSE Requirements

The delegate will be required to bring safety shoes or boots, gloves and goggles.



Course booking form



This form must be completed, signed and returned with payment to ensure your place on the training course. Place not guaranteed until form and payment is received

For SURE FIRE Practical courses
One form per delegate. Please complete in block capitals

Personal Details

Company	
Forename of delegate	Surname
Address	
Postcode	
Telephone	Fax
Mobile	

Please complete the rows for the course you are booking on

Code	Course title	length	Cost (all plus VAT)	
SF1	Open fire installation course	1 day	200.00	<input type="text"/>
SF2	Stove installation course	1 day	200.00	<input type="text"/>
SF3	Flexible flue liner course	1 day	250.00	<input type="text"/>
SF4	Factory made metal chimney course	1 day	180.00	<input type="text"/>
SF5	Chimney CCTV surveying and testing course	1 day	180.00	<input type="text"/>
SF6	Working at heights course	1 day	200.00	<input type="text"/>

Note; cancellation terms apply, see separate terms and conditions sheet, see page 15

Please state which dates you wish to attend, please give a 2nd choice

1 st Choice	2 nd Choice
------------------------	------------------------

State if you have any special needs, (food allergy, vegetarian etc.)

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Total cost of courses booked	
Plus VAT @ 20 %	
Total payment enclosed with booking form	
Client signature	Date

Payment by Card when booking by phone or

Cheques made payable to ;- SURE FIRE TECHNICAL SERVICES

AND POST TO

SURE FIRE TECHNICAL SERVICES

Unit E, Fairview Buildings, Heage Road Industrial Estate

Ripley, Derbyshire, DE5 3GH.Tel 0845 2600 166 - Fax 0845 2600 266

Standard Conditions of Training and Survey Quotation

The Quotation / Estimate is based on the following conditions being met by the client unless the quotation specifically states that Sure Fire Technical Services have included for carrying out any specific item from these conditions separately on the quotation / estimate. If the client wishes any of the services to be carried out by Sure Fire Technical Services on the day then this should be notified to the company in advance and a separate price for these services will be added to the Quotation / Estimate. If you are in any doubt about any item in these conditions and wish to receive a further quotation to include any of these services or for the adjustment of any of these terms.

Safety: - The surveyor will have appropriate personal safety equipment for use in normal domestic properties and on a standard construction site where domestic properties are being built. If there are any special health and safety requirements for the site / location then these must be notified to Sure Fire Technical Services prior to commencement and if additional equipment or precautions are required to carry out the works and this results in an additional cost to Sure Fire Technical Services then these costs will be added to the Quotation / Estimate value.

Access and site conditions: - Access arrangements are to be made by the client to enable safe and clear access to the fireplace / appliance for all inspections, surveys and tests.

If there are any gas appliances installed in a flue that is to be surveyed then this must be safely removed by a CORGI registered competent person prior to our arrival on site, our surveyors are not CORGI registered and can not remove or reconnect any gas appliances.

- **NOTE:** - *Where a pressure or soundness test is to be carried out on the chimney then safe access to the terminal of the chimney must be provided by the client. Access to the chimney terminal can only be provided by Sure Fire Technical Services for standard chimneys where access can be gained using a Ladder and roof crawler, this will be identified as a separate item in the Quotation / Estimate if it is included in that Quotation / Estimate.*

In all cases the chimney and appliance must be swept and cleaned prior to the arrival of the surveyor unless the sweeping of the chimney by Sure Fire Technical Services has been agreed and is identified as a part of the quotation.

Failure to provide services as identified: - If as a result of any of the above terms not being met when the surveyor arrives on site it may result in some or all of the works not being possible then all the travel costs will be charged and if any work is carried out on site or any report is possible then this will be done at the hourly rate given on the Quotation / Estimate.

Training courses individual delegates –

Booking - Full payment must be made with the booking and be attached to the relevant booking form.

Terms of cancellation – If a cancellation is made prior to 14 days before a course a full refund will be provided with an administration fee £25.00 deducted.

If a cancellation is made between 14 and 7 days before a course a 50% refund will be provided unless we are able to fill your place when a full refund will be provided with an administration fee £25.00 deducted.

If a cancellation is made after 7 days before a course a no refund will be provided unless we are able to fill your place when a full refund will be provided with an administration fee £25.00 deducted.

Training courses Full course organizers –

Booking – This must be booked after consultation with Sure Fire Technical Services and dates arranged, a deposit of £500 will be required to secure the booking.

If a full course is booked and a cancellation is made 30 days or more before the event the deposit will be returned with an administration fee of £25 deducted (note that if Sure Fire Technical Services are held responsible for a loss of deposit from suppliers this will be recharged irrespective of the period of notice.

If a full course is booked and a cancellation is made between 30 & 14 days before the event the deposit will not be returned

If a full course is booked and a cancellation is made between after 14 days before the event the deposit will not be returned and Sure Fire Technical Services reserve the right to charge any additional costs it may incur

Payment terms acceptance period: - The period for which the Quotation / Estimate is valid will be 28 days or as quoted on the Quotation / Estimate.

The payment terms for the invoice are stated on the Quotation / Estimate and must be adhered to unless agreement is reached prior to the arrival on site of the surveyor / course.

For individual delegates on courses payment must be received in full in advance of the course and Sure Fire Technical Services standards terms of cancellation apply

For full courses booked by a client there will be a deposit to be paid amounting to £500 or 50% of the total course costs (whichever is the least) and Sure Fire Technical Services standard terms of cancellation will apply

If payment is not received by the due date then the company reserves the right to add interest to the sum outstanding at a rate of 2% above the base rate at the time of the invoice being issued. If there are any queries regarding the invoice value or any other issue that may relate to payment of the invoice then this must be notified to Sure Fire Technical Services within 7 days of the date of the invoice.

VAT: - Sure Fire Technical Services are a Vat registered company and Vat will be payable on all parts of the quotation, all prices are deemed to be excluding Vat unless specifically stated on the quotation.