



FIA F-Gas Company Certification Scheme

Application form

<p>How to apply: This application form for F-Gas certification includes the following:</p> <ul style="list-style-type: none">• Section 1: Scheme Objectives• Section 2: Company Details• Section 3: Certification Details• Section 4: Payment Details• Section 5: Checklist• All relevant sections must be completed.	<p>Important note</p> <ul style="list-style-type: none">• Payment: Please attach payment as requested in Section 4 (see schedule of fees for details)
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Section 1a Scheme Objectives

The FIA Scheme for F-Gas Certification is intended to provide an industry approval scheme to verify compliance with the requirements of EC Regulation 842/2006.

The primary objectives are;

- To protect the environment from the long-term effects of the unregulated discharge of F Gases.
- To ensure that companies employ appropriately certified personnel in a sufficient number to cover the expected volume and type of activities;
- The necessary tools and procedures are available to the personnel engaged in activities for which certification is required.

Section 1b Application Type

I am applying for: Please tick one box only

<input type="checkbox"/>	Interim Certification <i>(Business must prove that each employed engineer carrying out work on fire protection systems containing F-Gases has had at least one evidence of an in-house qualification issued prior to 4 July 2009)</i>
<input type="checkbox"/>	Full Certification <i>(Businesses must prove that each employed engineer carrying out work on fire protection systems containing F-Gases has the new industry qualification – see FIA website training pages)</i>
<input type="checkbox"/>	Re Certification

Section 2: Company Details

Company Name:	
Address:	
Post Code:	
Telephone:	
Fax:	
Website	
Email:	
Contact:	
Position in company:	

DECLARATION

On behalf of my company, I declare that:

1. The information contained in this application is correct;
2. If accepted for certification, access to my company's premises will be granted when required to an FIA-appointed inspector for the purpose of checking that the requirements for company certification under the F gas Regulations are being complied with;
3. My company will abide by the rules of FIA's company certification scheme;
4. The name of my company can be entered onto FIA's website as a certificated company under the FIA company certification scheme
5. I am authorised to sign on behalf of the above named company

Signature:

Print:

Position:

Date:

SECTION 3: Certification information

3.1 Interim Certification

Confirmation of Number of technicians who hold an in-house qualification obtained before 9 March 2009 relating to the activity referred to in regulation 27(1)(a)(ii) or (2) of the FGG Regulations 2009 to which the in-house qualification relates.	
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3.2 Full Certification

Number of staff involved in fire protection	
Confirmation of Number of staff certified in accordance with Article 5, for the activities requiring certification, in a sufficient number to cover the expected volume of activities?	
Do you have sufficient tools for installation, recovery, leak checking and maintenance or servicing of f-gas extinguishing systems? Please provide copies of your manuals and procedures, staff training records, equipment lists	

Section 4 Payment Details

Please enclose a cheque with this form

Schedule of fees

Type	£
Interim Certification (valid until 54 July 2010)	90
Full Certification (valid for five years)	290
Re-Certification	140

All fees are subject to VAT at 15%

Please make cheques payable to FIA

VAT Reg. No. 902 1406 77

Section 5 Check lists

Before returning this form please check that you have completed all relevant sections

5.1 Interim Certification

Have you enclosed a:

- | | |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | List of technicians who hold an in-house qualification obtained before 9 March 2009 relating to the activity referred to in regulation 27(1)(a)(ii) or (2) of the FGG Regulations 2009 to which the in-house qualification relates. |
| <input type="checkbox"/> | Interim certification fee £90 + VAT |

5.2 Full Certification

Have you enclosed:

- | | |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | Copy/ies of personnel certificate(s) issued under the F gas Regulations for all Technicians involved in handling F Gases |
| <input type="checkbox"/> | Copy of the details of equipment available for Technicians leak checking, recovering, installing and maintaining or servicing F Gas equipment |
| <input type="checkbox"/> | Copy of operational procedures |
| <input type="checkbox"/> | Copy of relevant manuals |
| <input type="checkbox"/> | Certification fee £290 + VAT |

Additional information

- | | |
|--------------------------|-----------------------------------------------------------|
| <input type="checkbox"/> | Copy of BAFE SP203 or LPS1204 certificate (if applicable) |
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Please send your completed application form and fee to:

FIA
Thames House
29 Thames Street
Kingston upon Thames
Surrey
KT1 1PH

Scheme enquiries:
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