



MEMBERSHIP CRITERIA

When applying to the National Insulation Association as an Installer, Manufacturer/System Designer, Associate or Affiliate member, you commit yourself to comply with the terms and conditions of the following policies and procedures as published by the Association:

- ❖ The Code of Professional Practice
- ❖ Memorandum & Articles of Association
- ❖ The Member v Member Procedure (MP1)
- ❖ The Complaints & Disciplinary Procedure (MP2)
- ❖ Applications & Appeals Procedure (MP3)

Members must also comply with any other policies, procedures or guidelines as published by the Association. Members also agree to comply with relevant industry standards and work to the best practice guidelines for the industry.

Members agree to supply the Association with full and accurate details of the company and for Installers and Manufacturer/System Designer member's, copies of their Employers and Public Liability Insurance. Members must inform the Association of any change or circumstances within their business that may affect their membership in any way.



MEMBERSHIP CRITERIA

Membership of the Association will only be considered if the prospective member has been trading for twelve months as a Limited Company, and meets membership criteria (Affiliate members are excluded from this rule and do not need to produce twelve months trading accounts).

There is one exception which may be taken into consideration:

1. If the prospective member has been trading for less than 12 months, but has been trading in the construction industry for at least 12 months under a different company name and has diversified into the insulation industry and can provide 12 months trading accounts for that construction company (or energy efficiency field) and provides six months bank statements/accounts for the new company. This is in addition to all other membership criteria.

MEMBERSHIP CRITERIA

INSTALLER

CWI:

Must supply evidence of:-

- ❖ Completed Application Form
- ❖ Additional Depot Information (if applicable)
- ❖ Registration with a Manufacturer/System Designer for products/systems installed
- ❖ PAS203 Certification if operating in markets that require it
- ❖ Registered with an Ofgem ECO Appropriate Guarantee Provider if operating in markets that require it
- ❖ Employers Liability Insurance
- ❖ Public Liability Insurance (The Association requires at least £3m)
- ❖ Customer Care Policy

If an installer is applying on a **Loft or Roof only** basis they will need to supply the following evidence:-

- ❖ Completed Application Form
- ❖ Relevant Accreditation:
Loft: BS 5803: 1985 **Draught Proofing:** BS 7880: 1997
- ❖ A Reference Letter from an NIA Manufacturer Member
- ❖ PAS2030 Certification if operating in markets that require it
- ❖ Employers Liability Insurance
- ❖ Public Liability Insurance (The Association requires at least £3m)
- ❖ Customer Care Policy

EWI/IWI:

Must supply evidence of:-

- ❖ Completed Application Form
- ❖ Additional Depot Information (if applicable)
- ❖ Registration with a Manufacturer/System Designer for products/systems installed
- ❖ PAS2030 Certification if operating in markets that require it

- ❖ Registered with an Ofgem ECO Appropriate Guarantee Provider if operating in markets that require it
- ❖ Customer Care Policy
- ❖ Training Procedure Policy
- ❖ Health & Safety Policy
- ❖ Product & Public Liability Insurance (The Association requires at least £3m)
- ❖ Professional Indemnity Insurance (Large/High Rise installer category only £1m)

All New Members (with the exception of Affiliates) will be asked to supply the Association with the following additional documentation:-

- ❖ Statutory Accounts for the last twelve months
- ❖ Copy of company's Certificate of Incorporation

MANUFACTURER/SYSTEM DESIGNER

CWI/LI/DP:

Need to supply evidence of:-

- ❖ Completed Application Form
- ❖ BBA/Related Products Accreditation Certification
- ❖ Approximate Annual Turnover
- ❖ Employers Liability Insurance
- ❖ Public Liability Insurance (The Association requires at least £3m)
- ❖ Product Liability Insurance

EWI/IWI:

Need to supply evidence of:-

- ❖ Completed Application Form
- ❖ Systems/Products approval by relevant UK/European accreditation body for suitable substrates
- ❖ On-site Audit Procedures (EWI only)
- ❖ ISO 9001 Accreditation
- ❖ Product Liability Insurance (The Association requires at least £3m) **and/or** Professional Indemnity Insurance (£1m)
- ❖ Recognised Training Scheme & Procedures for Installers

Optional:

- ❖ ISO 14001 Accreditation

ASSOCIATE

Need to supply evidence of:-

- ❖ Completed Application Form
- ❖ Resume of 100/150 words outlining the interest and aim of Company
- ❖ JPEG of Company Logo

AFFILIATE

Need to supply evidence of:-

- ❖ Completed Application Form

NEW MEMBERSHIP DOCUMENTATION ISSUED

INSTALLER/MANUFACTURER & SYSTEM DESIGNER MEMBERSHIP

Membership Certificate
Code of Professional Practice
Van Stickers
NIA Logo

PROVISIONAL MEMBERSHIP

Provisional Membership Certificate
Code of Professional Practice
[Upon completion of provisional period a
new certificate will be issued, together with Van Stickers and logo]

ASSOCIATE MEMBER

Membership Certificate
Code of Professional Practice
Associate Logo

AFFILIATE MEMBER

Membership Certificate
Code of Professional Practice
Affiliate Logo