



April 6, 2009

To: NFCA Members

Subject: May NFCA Qualified Contractor Training Program & UL Examination

The NFCA is pleased to announce a NFCA Contractor Training program and UL Examination scheduled for May 5-6, 2009 in Raleigh, NC. The NFCA Training Program is to prepare a SFRM contractor to become approved to participate under the UL Qualified Contractor Program for SFRM. The various steps to be taken by a contractor to participate in the UL program are as follows:

- Pass a UL Qualified Contractor Classroom Test Administered by UL
- Develop a Quality Assurance Manual and Submit to UL for Approval
- Request an Audit of the Contractor's Operations by UL
- Successfully Complete a UL Audit of the Contractors Operation
- Annually, Meet the UL Audit Requirements of the Contractors Operations

The NFCA's role in the UL program is to provide training to contractors in understanding the design concepts associated with reviewing a SFRM project and installing the required product properly. This industry training program will be held starting at 8:00 AM, May 5, 2009 at Underwriters Laboratories, 12 Laboratory Drive, Research Triangle Park, NC. The training course will end at noon on May 6, 2009. UL will administer its Qualified Contractor Examination the afternoon of May 6, 2009 as shown on the attached schedule.

Arrangements have been made for sleeping rooms at the Holiday Inn Express Hotel & Suites located at 4912 South Miami Boulevard in Durham, NC. The nightly cost for each room is \$109.00 plus tax. Please call the hotel at 919-474-9800 and reference "NFCA" to make your reservation. Reservations must be made before **April 21, 2009**. You should arrive sometime the evening of May 4, 2008. The hotel provides pick up and delivery to and from the Raleigh airport. Call the hotel upon arrival for this service. They also provide transportation to UL.

The complete training agenda and UL test time is shown on the attached sheet. Each participant will receive a NFCA Training Manual that contains all materials required in the training program prior to April 27, 2009. This will allow time to read and review information that will be discussed during the two days. The UL administered test will be open book based on the training information presented during the two days of training and the NFCA Training Manual.

P. O. Box 1571 Westford, MA 01886 866-250-4111 Fax 978-250-9788
www.nfca-online.org

NFCA



National Fireproofing
Contractors Association

The cost of this NFCA training program and education materials will be \$550.00 for the first NFCA Member and \$450.00 for each additional person from the same contractor office. The cost to Non-members of the NFCA is \$750.00 per person attending. If you desire to participate in the May program, please complete the attached registration form and return it with your payment to the NFCA at P.O. Box 1571, Westford, MA 01886 by April 21, 2009. Also

E-mail the NFCA Executive Director, Hubert Dudley at htdud@aol.com to indicate that you will be attending this program.

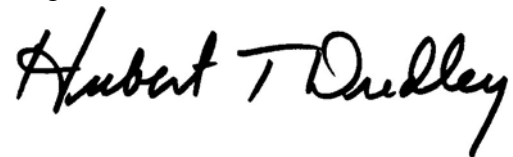
The UL Qualified Contractor examination is a separate entity that is required by UL under its Qualified Contractor program. A separate Examination Application and Examination fee is required by UL for those who desire to take the UL examination the afternoon of May 6, 2009. To participate, you must complete the examination application on the UL website by copying the following link to your Internet browser:

<http://www.uluniversity.us/catalog/display.resource.aspx?ResourceID=170270&ClassID=215067>

This is an important program for the SFRM industry and has taken many hours over the past 4 years to complete the UL program. It represents a step forward in the marketplace for the contractor, as it indicates a higher level of professionalism and helps the contractor stand out from the crowd. Forty one of your fellow contractors have completed the NFCA Training Program and passed the UL test. Currently they are working on their Quality Management System in preparation to meet the UL program requirements. The industry suppliers support this UL program and will work toward including the UL Qualified Contractor requirements in SFRM specifications.

We look forward to your participation in this program. Should you have any questions, please contact the NFCA office at 866-250-4111.

Regards,



Hubert Dudley, Executive Director
NFCA



National Fireproofing
Contractors Association

Training for UL SFRM Qualified Contractor Program

May 5-6, 2009

Underwriters Laboratories, Research Triangle Park, NC

May 5, 2009

8:00 AM	Welcome and Introductions	
8:15	UL SFRM Qualified Contractor Program Review	UL
9:15	UL Fire Resistance Directory	NFCA
10:15	Break	
10:30	Beam Substitution Procedures & Examples	NFCA
12:00	Lunch	
1:00 PM	Thickness Adjustment Procedures & Examples	NFCA
2:00	UL Global Topics	NFCA
3:15	Break	
3:30	Restrained versus Unrestrained	NFCA
5:00	Study Time	
	Dinner on Your Own	

May 6, 2009

8:30 AM	Contractor Quality Assurance Manual	NFCA
9:30	NFCA 100 Application Standard	NFCA
10:30	Break	
10:45	NFCA 200 Quality Control Standard	NFCA
12:00	Lunch & Study Time	

End of NFCA Contractor Training Program

May 6, 2009

1:00 – 4:00	UL Qualified Contractor Examination	UL
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NFCA - SFRM Training Program Registration

May 5-6, 2009

Underwriters Laboratories, Research Triangle Park, NC

Please complete the registration form and return it with your payment to the NFCA, PO Box 1571, Westford, MA 01886 no later than April 21, 2009. We will return a NFCA Training Manual to you. Be sure to bring the manual with you to the training course. Also e-mail the NFCA Executive Director, Hubert Dudley at htdud@aol.com by April 21, 2009 to indicate that you will be attending this program.

Name: _____

Company: _____

Shipping Address: _____

City, State, Zipcode: _____

Phone: _____

E-Mail Address _____

NFCA Member

First NFCA Member	\$ 550.00
Each Additional NFCA Member from Same Contactor Office	\$ 450.00

Non-Member of NFCA

Training Registration Fee each Person	\$ 750.00
Quality Assurance Manual Pro Forma	\$ 700.00



NFCA Credit Card Payment Form

Name : _____
(As it appears on credit card)

Address: _____

City/State/Zipcode: _____

Telephone: _____

Credit Card: MasterCard VISA American Express

Card Number: _____

Card Expiration Date: (mm/yy) _____

Security Code: _____ (3 digit code on back of card for MasterCard and VISA and 4 digit code on front of card for American Express)

Authorized Payment Amount to be Charged: _____

Card Owner Signature: _____

Fax completed form to the NFCA at 978-250-9788 or e-mail to htdud@aol.com.