



June 27, 2008

To: NFCA Members

Subject: September NFCA Qualified Contractor Training Program & UL Examination

The NFCA is pleased to announce the NFCA Contractor Training program and UL Examination is scheduled for September 16-17, 2008 in Brea, CA. 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, September 16, 2008 at Underwriters Laboratories, 2929 East Imperial Highway, Brea, CA. The training course will end at noon on September 17, 2008. UL will administer its Qualified Contractor Examination the afternoon of September 17, 2008 as shown on the attached schedule.

Arrangements have been made for sleeping rooms at the Chase Suite Hotel located at 3100 East Imperial Highway in Brea, CA. The nightly cost for each room is \$114.00 plus tax. Please call the hotel at 800-237-8811 and reference "NFCA" to make your reservation. Reservations must be made before August 14, 2008. You should arrive sometime the evening of September 15 and depart on September 17. A map with directions from John Wayne Airport to the hotel is may be obtained from <http://www.chasehotelbrea.com>.

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 30 days prior to September 15, 2008. 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](http://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. The cost to Non-members of the NFCA is \$750.00 per person attending. If you desire to participate in the September 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 August 15, 2008. Also E-mail the NFCA Executive Director, Hubert Dudley at [htdud@aol.com](mailto:htdud@aol.com) to indicate that you will be attending this program.

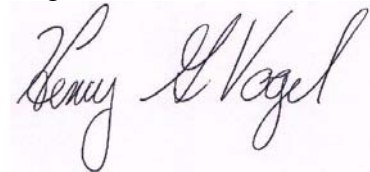
The UL Qualified Contractor examination is a separate entity that is required by UL under its Qualified Contractor program. A separate Examination Application and Examination fee is required by UL for those who desire to take the UL examination the afternoon of September 17, 2008. To participate, you 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=101637>

This is an important program for the SFRM industry and has taken many hours over the past 3 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 four 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,



Hank Vogel, President  
NFCA



**Training for UL SFRM Qualified Contractor Program  
September 16-17, 2008  
Underwriters Laboratories, Brea, CA**

**September 16, 2008**

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

**September 17, 2008**

8:30 AM	Restrained versus Unrestrained	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**

**September 17, 2008**

<b>1:00 – 4:00</b>	<b>UL Qualified Contractor Examination</b>	<b>UL</b>
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## **NFCA - SFRM Training Program Registration**

**September 16-17, 2008**

**Underwriters Laboratories, Brea, CA**

Please complete the registration form and return it with your payment to the NFCA, PO Box 1571, Westford, MA 01886 no later than August 15, 2008. We will ship a NFCA Training Manual to you as soon as your registration is received. 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](mailto:htdud@aol.com) by August 15, 2008 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