



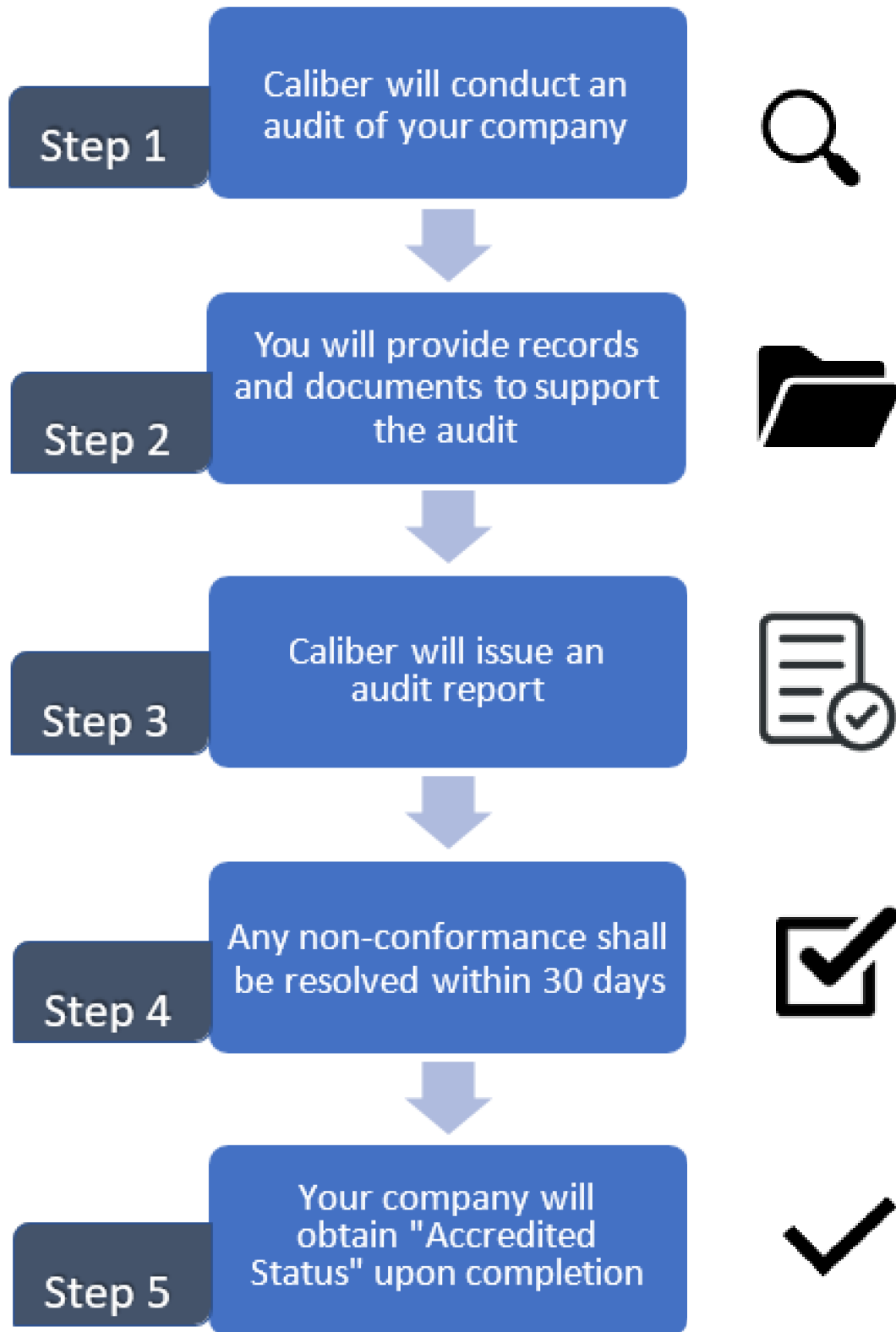
Accredited Contractor Program
Compliance Guide for Contractors 2022

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Process Overview





Information Package

Background

The Canadian Construction Material Centre (CCMC) is implementing changes to its evaluation process to comply with requirements of the ISO/IEC 17065 standard. For spray foam products, this change has accelerated the requirement to achieve full compliance with CAN/ULC S718 - Standard For Site Quality Assurance Program For Spray Polyurethane Foam. The most notable increased regulatory requirements for contractors are business audits, active monitoring of Daily Work Records (DWRs) and accredited contractor status. As a result, Caliber carried out a consultation process with some contractors to develop a compliance roadmap that aligns with current industry practices.

Contractor Audits

Requirements

- The contractor must be accredited by the Certification Body (CB) to the requirements of the CAN/ULC S718 document (reference clause 5.5.1 – S718).
- The contractor must allow an audit to be conducted by Caliber and provide the files and documentation requested. The audit must confirm that the contractor has records of the required documentation and that the applicable standards have been followed (reference section 5.10 – S718).

Frequency

- The contractor must be audited once every five years to the requirements of the standard (reference 5.10.2 – S718).

Report

- Caliber must produce a contractor audit report recording contractor compliance in accordance with the requirements of the standard (see attached table for more information).
- The auditor must identify and document any and all non-conformances of the contractor in meeting the contractor accreditation requirements (reference 5.10.4.1 – S718).

Audit Process

- **STEP 1** – Complete and submit the online audit intake form with the required information. This form was sent to you in the email along with this information booklet.
- **STEP 2** – Caliber will provide you with an audit report, identifying either *major* or *minor* non-conformances.
- **STEP 3** – The Caliber auditor will be contacting you by either phone or email to complete your audit. We ask for your full cooperation and responsiveness in order to finish your audit in a timely manner.
- **STEP 4** – All minor non-conformances will be discussed and resolved directly over the phone with you. If your auditor discovered major non-conformances, they will inform you and these must be resolved in order to achieve accreditation. The company is responsible for providing Caliber with supporting evidence showing that major non-conformances have been resolved within 30 days of the initial audit findings date.
- **STEP 5** – Caliber will provide the contractor with a final audit report and issue a Certification upon successful completion (valid up to 5 years).

Daily Work Record (DWR)

- Reference 6.1.2 – S718
- The contractor will receive DWRs from installers on a daily basis, if applicable.
- The contractor will review the DWRs for compliance with the installation standard and application standard within one business day of the installation of the material.
- The contractor will ensure the documented corrective action has been implemented to correct deficiencies found on the DWRs, if applicable.
- The contractor will submit DWR forms by the end of the following month (to the CB).

Accredited Contractor Status

Contractors achieve “Accredited Contractor” status when they can demonstrate full compliance to the requirement outlined in S718.

Summary

Although these changes from CCMC will accelerate increasing regulatory requirements and administrative burdens for contractors (see above), this also presents an opportunity to improve the industry. The voices of contractors are important to ensure this transition is as smooth as possible.

Increasing Regulatory Cost

- The consultation process with contractors was carried out to better understand the impact of the requirements listed above on the contractors, including associated costs.
- Caliber is actively investigating the use of technology, such as digital DWR submission, to minimize impact and cost.

Benefits

- The “Accredited Contractor” status can be used to differentiate contractors in the marketplace. For example, contractors may use the status in their marketing materials.
 - Full compliance to S718 provides assurance to building officials and end-users that the spray foam will be installed consistently in compliance with the requirements of the Site Quality Assurance Program (SQAP).
 - “Levelling the playing field” - the contractor audit program will identify contractors that are conducting their business with unfair practices related to the quality of installation work. Contractors unwilling to comply with the basic requirements of the Quality Assurance Program will be suspended and unable to purchase material.
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CAN/ULC S718 – Annex D (Contractor Audit Report)

Contractor Requirements for the Standard for Site Quality Assurance Program for Spray Polyurethane Foam

Section	Requirement	Compliance	Comments
D1	The contractor shall:		
D1.1	Be a legal entity and shall provide the Goods and Services Tax (GST/HST) number		
D1.2	Provide the CB with the name and certification number of their installers		
D1.3	Have a minimum of one installer under his employ at all times		
D1.4	Have a general liability insurance policy for a minimum of \$2,000,000		
D1.5	Provide proof of being in good standing with the works compensation board in all jurisdictions where they are doing business and where they are installing material (if different)		
D1.6	Provide proof of purchase of PPE		
D2	The contractor shall ensure that the installer:		
D2.1	Has completed a training course developed from the essential learning provided in Annex B. This training course shall be approved by both the supplier and the CB		
D2.2	Has the knowledge, skills, and abilities required to install the specific material in the different applications by successfully completing the certification process outlined in a certification scheme developed in accordance with ISO/IEC 17024		
D2.3	Has passed both a written test and a practical evaluation in accordance with the certification scheme		

D2.4	Successfully completes all certification requirements		
D2.5	Is re-certified every five years by passing both a written test and a practical evaluation in accordance with the certification scheme		
D3	The contractor shall:		
D3.1	Provide a test kit complying with the applicable installation standard		
D3.2	Have an installer on each site during the actual installation of the material		
D3.3	Ensure that the installer supervises no more than one site when supervising apprentices		
D3.4	Ensure that the installer supervises a maximum of two apprentices who are installing material		
D3.5	Fulfill all of the requirements outlined in the contract with the customer including minimum thickness		
D3.6	Provide the installer with Daily Work Records to complete		
D3.7	Ensure that the installer fully and accurately completes the Daily Work Records for each job site or each time a batch of resin is changed. Additional Daily Work Records are required when installing on the same job site for more than 4 hours and at each 4 hour interval		
D3.8	Collect the Daily Work Records on a regular basis		
D3.9	Provide a copy of the Daily Work Records to the CB within 30 days		
D3.10	Provide the installer with Job Site Labels		
D3.11	Ensure that the installer accurately completes and attached the Job Site Label when the material has been installed		
D3.12	Register all apprentices with the CB		

D3.13	Have all apprentices trained in WHMIS and proper use of PPE		
D3.14	Have a written contract for the work performed which includes the minimum requirements as follows:		
D3.14.1	Address where material is to be installed		
D3.14.2	Location to install material (within the job site)		
D3.14.3	Registration number of material to be installed (e.g. CCMC number)		
D3.14.4	Thickness		
D3.14.5	Total LTTR value		
D3.14.6	Reference that a thermal barrier is required as per the National Building Code		
D3.14.7	Isolation and post ventilation requirements		
D3.14.8	24 hour non-occupancy		
D3.15	Follow the principles of ISO 10002 for dealing with customer complaints		
D4	Actions to be taken by the contractor include:		
D4.1	Record each complaint		
D4.2	Document communication with complainant		
D4.3	Document action taken to resolve a complaint		
D4.4	Corrective action taken to address deficiencies		
D4.5	Agree to binding arbitration to resolve disputes		
D4.6	Inform supplier and CB of all complaints		



Audit Process

Audit Process

1. **STEP 1** – Complete and submit the online audit intake form with the required information. This form was sent to you in the email along with this information booklet.
2. **STEP 2** – Caliber will provide you with an audit report, identifying either *major* or *minor* non-conformances.
3. **STEP 3** – The Caliber auditor will be contacting you by phone or email to complete your audit. We ask for your full cooperation and responsiveness in order to finish your audit in a timely manner.
4. **STEP 4** – All minor non-conformances will be discussed and resolved directly over the phone with you. If your auditor discovered major non-conformances, they will inform you and these must be resolved in order to achieve accreditation. The company is responsible for providing Caliber with supporting evidence showing that major non-conformances have been resolved within 30 days of the initial audit findings date.
5. **STEP 5** – Caliber will provide the contractor with a final audit report and issue a Certificate upon successful completion (valid up to 5 years).

Please note that based on the findings of the report we may conduct a truck audit.



Standard Requirements (CAN/ULC S718:2018)

5.5 CONTRACTOR

5.5.1 The contractor shall be accredited by the supplier's CB to the contractor requirements of this document.

5.5.2 Accreditation requirements

5.5.2.1 The contractor shall provide proof of the following to the CB:

- A Being a legal entity;
- B Goods and Services Tax (GST/HST) number;
- C Name and certification number of all installers and apprentices;
- D Having a minimum of one installer under his employ at all times;
- E General liability insurance policy for a minimum of \$2,000,000;
- F Being in good standing with the worker's compensation board or equivalent in all jurisdictions where doing business and where installing material.

5.5.2.2 Within five working days of a change being made to any of the items listed in Clause 5.5.2.1, the contractor shall provide the updated information to the CB.

5.5.3 Materials procurement

5.5.3.1 The contractor shall procure the evaluated material that meets the material standard only from a supplier. The contractor shall not provide material to any other entity.

5.5.4 Verification of installer's competence

5.5.4.1 The contractor shall ensure the installer:

- A Has completed a training course that is approved by the supplier and the CB, and developed from the essential learnings provided in Annex B;
- B Has the knowledge, skills and abilities required to install the specific material in the different applications by successfully completing the certification process outlined in a certification scheme developed in accordance with ISO/IEC 17024, Conformity assessment – General requirements for bodies operating certification of persons;
- C Has passed both a written test and a practical evaluation in accordance with the certification scheme;
- D Successfully completes all certification requirements;
- E Is re-certified every five (5) years by passing a practical evaluation in accordance with the certification scheme carried out by the CB.

5.5.5 Test equipment

5.5.5.1 The contractor shall provide to the installer a test kit that meets the requirements of the installation standard.

5.5.6 Installation by installer

5.5.6.1 The contractor shall:

- A Have an installer on each site during the actual installation of the material;
- B Ensure that the installer supervises no more than one site when supervising apprentices;
- C Ensure that the installer supervises a maximum of two apprentices who are installing material;
- D Ensure that the installer complies with the requirements of the installation standard;
- E Ensure that the requirements of audits are satisfied.

5.5.7 Daily Work Records

5.5.7.1 The contractor shall:

- A Collect the Daily Work Records on a regular basis;
- B Provide a copy of the Daily Work Records to the CB by the end of the following month.

5.5.8 Job site label

5.5.8.1 The contractor shall:

- A Provide the installer with Job Site Labels;
- B Ensure that the installer accurately completes and attaches the Job Site Label to a surface that will not be covered by another material after the material has been installed.

5.5.9 Apprentice installer

5.5.9.1 The contractor shall register all apprentices with the CB prior to spraying.

5.5.10 Contract requirements

5.5.10.1 The contractor shall have a written contract for the work performed which includes the minimum requirements as follows:

- A Address where material is to be installed;
- B Location to install material (within the job site);
- C Listing number of material to be installed (for example CCMC evaluation listing number);
- D Thickness;
- E Total installed R-value;

NOTE: for closed-cell foam, total thermal resistance shall be based upon the long term thermal resistance (LTTR) value.

- F Reference that a thermal barrier is required as per the National Building Code;
- G Isolation and ventilation requirements;
- H Time to occupancy as determined by the material standard.

5.5.10.2 The contractor shall ensure that the installer fulfills all the requirements outlined in the contract with the customer including the minimum thickness of the material.

5.5.11 Conflict resolution

5.5.11.1 The contractor shall follow the principles of ISO 10002, Quality management – Customer satisfaction – Guidelines for complaints handling in organizations, for dealing with customer complaints. Actions to be taken by the contractor include:

- A Record each complaint;
- B Document communication with complainant;
- C Document action taken to resolve a complaint;
- D Corrective action taken to address deficiencies;
- E Agree to binding arbitration to resolve disputes;
- F Inform supplier and CB of all complaints.

5.5.12 Audit of contractor

5.5.12.1 The contractor shall allow an audit to be conducted by the CB and provide the files and documentation requested by the CB. The audit shall confirm that the contractor has records of the required documentation and that the applicable standards have been followed.



Sample Documents

Spray Foam Installation Quote

Prepared by

[COMPANY] [COMPANY ADDRESS] [COMPANY PHONE]

For [CLIENT NAME] [CLIENT ADDRESS] [CLIENT PHONE]

Description of Work: [BRIEF DESCRIPTION OF WORK]

Project Address: [SITE OR LOCATION OF WORK]

The scope of work includes the following:

- [INSERT TEXT]

The scope of work does not include:

- [INSERT TEXT]

ITEM	QUANTITY (SQ. FEET OR METERS)	LOCATION	PRODUCT	CCMC #	RVALUE / THICKNESS	LTTR VALUE	COST
TOTAL PRICE	[INSERT SUM \$]						

If the above total price, scope of work, and conditions are acceptable, sign below indicating your acceptance and authorization for [COMPANY] to proceed with the work described in this quotation. Upon signature and payment in accordance with this quote, [COMPANY] will proceed with the work.

AGREED AND ACCEPTED:

[Client.Name]

[Client.Signature]

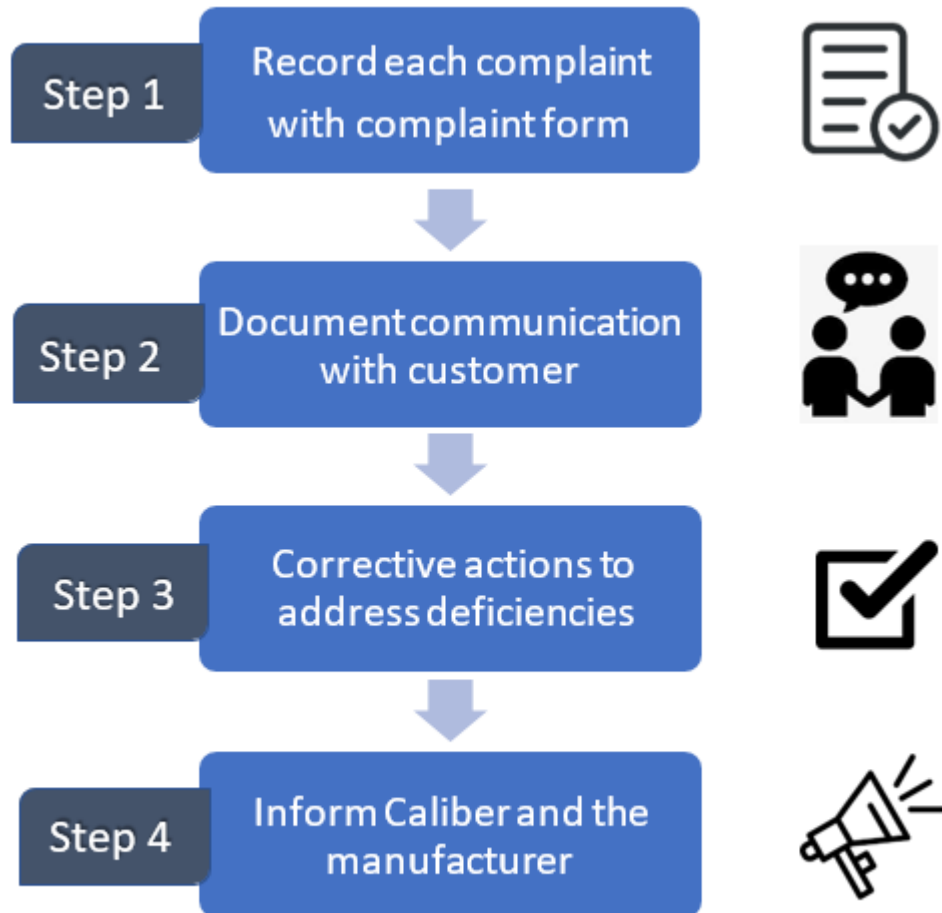
Date

(THIS QUOTE IS ONLY VALID WITH THE TERMS AND CONDITIONS BELOW)

TERMS AND CONDITIONS

1. The installation of spray foam will result in some variation of the finished surface and thickness. The thicknesses noted in the above table will not vary by more than $\pm\frac{1}{4}$ ".
2. The thermal, air and vapour barrier requirements must be reviewed with the building official and / or your designer. The thicknesses provided in the above table are based either on specifications provided or minimum code amounts (whichever is greater). We take no responsibility for the design of the overall assembly.
3. Spray foam must be protected by a thermal barrier such as drywall or other products as required by local building codes. Protection requirements must be reviewed with the building official and / or your designer.
4. During the installation of the product, we will provide isolation of the work area and ventilation as required by the manufacturer's installation guideline or standard industry practices.
5. It is required that all individuals and pets vacate the premises for a minimum of 24 hours (or greater as required by the manufacturer guideline) after the installation of the product to allow adequate ventilation.
6. No person shall be within 10 meters (or as required by manufacturer guidelines) of the area being sprayed without a fresh air respirator and other personal protective equipment. The installers will stop work should any unauthorized or unequipped person enter the restricted area.
7. The contractor warrants and represents that it is duly licensed to perform the work under this Agreement, and will perform such work in a workmanlike manner, in compliance with all applicable laws and regulations.
8. The owner represents that he/she/it is the legal owner of the Property or otherwise has full legal authority to enter into this Agreement without approvals from any other person or entity.
9. The parties will attempt in good faith to resolve any dispute or claim arising out of or relating to the Agreement through mediation. If the dispute cannot be so resolved within 14 days of the date on which notice of the dispute has been served, the dispute will be settled by binding arbitration pursuant to the Arbitration Act by a single arbitrator mutually selected by the parties or appointed by a judge. Each party will bear its own costs of arbitration unless otherwise awarded by the arbitrator. Any arbitration award will be final and binding and may be entered and enforced in any court of competent jurisdiction. All aspects of the arbitration will be treated as confidential and will not be offered or admissible in any other proceeding or action.
10. Payment Terms are as follow: [INSERT]

Customer Complaint Process



Customer Complaint Form

Date		Time		
Complaint made by		Contact Person		
Jobsite Address				
City	Province	Phone #		
Email	Cell #			
Installer Name		Installer License #		
Building Inspector		Municipality		
Product Type		Date of Installation		
Project description				
#	Items of concern	Corrective action	Status	Date

I hereby acknowledge that all corrective actions have been satisfactorily completed.

Name	Signature	Date

ANNEX F - HANDLING AND SAFETY

F.1 Health Hazards of Isocyanates

F.1.1 Isocyanates are strong irritants to the skin, the eyes, and the respiratory tract. They are strong sensitizers and are a common cause of allergic sensitization of the respiratory tract. Persons suffering from respiratory disease or sensitive to isocyanates should not be allowed to enter work sites involving the usage of isocyanates.

F.1.2 Inhalation of isocyanates must be strictly controlled. The maximum isocyanate concentration in work place atmosphere is 0.005 ppm in most Canadian jurisdictions and must be observed at all times (= Threshold Limit Value [TLV] specified in the ACGIH publication).

F.1.3 Before handling isocyanates, the product safety information available through Workplace Hazardous Materials Information System (WHMIS), the Material Safety Data Sheets (MSDS) and the chemical manufacturer's documentation should be read.

F.2 Employee Safety Requirements

F.2 Because isocyanates are strong irritants to the skin, eyes, respiratory tract and any mucous membranes and are strong sensitizers, the following precautions are mandatory:

- A** Proper ventilation equipment, including a properly fitting breathing apparatus supplying fresh air must be worn by the installers (and apprentices working within 10 meters of the installer) at all times, while spraying;
- B** Skin protection, including gloves and overalls. Skin should not be uncovered if exposure to isocyanates is possible;
- C** Eye protection with hoods or goggles and safety glasses to avoid eye exposure to isocyanate vapours during spraying; and
- D** Safety shoes and hard hats.

WARNING: Isocyanates may cause Occupational Asthma and Contact Dermatitis.

F.3 First Aid

F.3.1 Inhalation

F.3.1.1 Breathing vapours or mists of isocyanates must be strictly controlled at all times. The appropriate product safety information, such as the Material Safety Data Sheet and the chemical manufacturer's documentation, should be read for detailed advice. Persons affected by inhalation of isocyanates should immediately seek medical attention.

F.3.2 Skin Contact

F.3.2.1 Persons who have significant skin contact with isocyanates should wash with soap and water or shower to cleanse the skin, and should then wash the affected areas with alcohol. Contaminated clothing should be removed and discarded or cleaned before reuse. Before being laundered, contaminated clothes shall be placed in a decontaminating solution of water containing 10% ammonia in a container that is impervious to isocyanates.

F.3.2.2 Medical attention should be obtained if skin contact is extensive. Persons who have skin contact with the resin component should thoroughly wash the affected area with soap and water.

F.3.3 Eye Contact

F.3.3.1 For eye contact with resin or isocyanate, the eye(s) should be flushed immediately for at least 20 min with plenty of lukewarm water. Protect eyes with loosely tied bandage if victim cannot tolerate light. Medical attention should be obtained. Contact lenses are not to be worn during spray application.

F.3.4 Ingestion

F.3.4.1 If isocyanate is ingested and the patient is alert, the patient should drink large amounts of water. Vomiting must not be induced. Medical attention should be obtained.

F.3.4.2 If the resin is ingested, vomiting should be induced promptly and medical attention should be obtained.

F.4 Handling of Spills

F.4.1 Isocyanates are hazardous chemicals. Therefore, extreme caution and proper safety procedures must be followed. In a situation that would be considered a major spill of isocyanate, the following procedure is recommended for decontamination:

- A Clear the area of all unprotected personnel. (This is particularly important for spills onto or near hot surfaces.)
- B If water has been contaminated, seek assistance from local authorities to police waterways for 36 h. Obtain approval before usage is resumed.

F.4.2 If the spill is on a hard surface or can be controlled in a pool:

- A Protect personnel with self-contained breathing apparatus or an equivalent, and with protective clothing, such as rubber boots, rubber gloves, etc;
- B Cover the spill with an absorbent material, such as dry sand, sweeping compound, diatomaceous earth, kitty litter, cement powder. Do not use sawdust;
- C Collect the material in open-top drums and take it to safe isolated area, preferably out of doors;

- D Fill the drums with water and allow them to stand at least 48 h;
- E Treat the remaining spill area with a solution of Water (85-90%), concentrated ammonia solution (3-8%), liquid detergent (0.2-5%) to neutralize any residual isocyanate;
- F To minimize residue, flush the equipment before neutralization, using solvent such as ethylene glycol monoethyl ether.

F.4.3 If the spill is in a porous area, such as a railway bed, flood it with water, and add a dilute solution of ammonium hydroxide. Keep the area isolated for at least 48 h.

F.5 Guidelines for Fire Safety and Extinguishing

F.5.1 Precautions – Fire is a serious concern during construction. Good practice suggests the following safety precautions:

F.5.1.1 Spray polyurethane foam should be applied only by installers trained in its proper use and familiar with its limitations. It should be installed in accordance with the chemical manufacturer's recommendations.

F.5.1.2 The following are prohibited in chemical storage and installation areas:

- A Open flames;
- B Cutting and welding torches;
- C Lighted pipes, cigars and cigarettes.

F.5.1.2.1 If metal in contact with the spray polyurethane foam has to be welded or cut, the insulation shall be stripped away from the affected area. Special precautions must be taken when welding in the vicinity of the insulation. If hot work must be done near exposed rigid polyurethane insulation, the insulation must be shielded from heat and sparks by a thermal barrier. A fire watch should be maintained and fire extinguishers must be readily available.

F.5.1.3 Warning signs must be posted and be clearly visible in all sprayed areas. Spray polyurethane foam must not be exposed to flames or other sources of intense heat.

F.5.1.4 Fire-extinguishing equipment must be provided at both storage and installation sites.

F.5.1.5 Liquid chemical components must be stored and opened out of direct sunlight in a well-ventilated location. Drums of warm chemicals should be opened slowly to allow the gradual release of vapours. Liquid waste components must not be mixed together for disposal because spontaneous combustion could occur. Empty drums should be decontaminated by filling them with water out of doors and allowing them to stand 36 h uncapped. The drums shall not be recapped (see Annex G).

F.5.1.6 Waste insulation should be disposed of daily in a designated location with due regard for its combustible characteristics. Large buns of waste insulation should be cut open and doused with water.

ANNEX G - DISPOSAL AND DETOXIFICATION OF DRUMS

(Reference: Clause 5.1.5)

G.1 Isocyanate Drums

G.1.1 General – The re-use and the disposal of contaminated empty drums and containers is not permissible because of the hazards associated with isocyanates remaining on the walls of the drums. As a matter of principle, all residues of isocyanates in containers must be decontaminated in an appropriate way.

G.1.2 Decontamination of Isocyanate Drums – Isocyanates or isocyanate prepolymers may be delivered in drums. These drums are designed to be one-way packages and can therefore not be taken back by the suppliers.

G.1.2.1 Isocyanate residues will remain on the walls of depleted drums and the precautions associated with handling isocyanates will apply.

G.1.2.2 Therefore, it is not permissible to re-use or to dispose of emptied isocyanate drums, unless they are decontaminated completely (which should be done as soon as practical after emptying).

G.1.2.3 The decontamination must be carried out in properly ventilated areas. All personnel must be protected from the inhalation hazards of isocyanate vapours. The maximum workplace atmosphere concentration for isocyanates is 0.005 ppm in most Canadian jurisdictions and it shall be strictly observed (= TLV specified in the ACGIH publication given in Section 2.1.

G.1.2.4 The following decontamination procedure has been proven to be effective for emptied and well-drained isocyanate drums:

- A Spray or pour 5 to 25 L of decontamination solution into the drum making sure the walls are well rinsed. (This can be achieved by use of a spray head or by rolling the drum for several minutes.)
- B Leave the drum standing unsealed for 25 h to allow complete reaction. Avoid sealing of the drum to prevent build-up of pressure by evolved carbon dioxide.
- C Pour out liquid decontaminant into storage vessel. (This solution can be used several times.)

G.1.2.5 Disposal of liquid decontaminant should only be carried out in accordance with local, provincial and federal regulations and requirements.

G.1.2.6 Drums previously used for isocyanates must not in any case be reused for foodstuffs or food additives.

G.1.2.7 The empty decontaminated drums can then be tipped (landfill) or scrapped, as appropriate.

G.1.3 Decontaminants – Decontaminants are products for the "neutralization" of isocyanates by rapidly converting them to harmless, insoluble solids. Supplies of

decontaminates must always be available in the working area. The choice of decontaminant should relate to local safety regulations and to chemical manufacturer's recommendations. Besides being used for cleaning drums, decontaminates are also used for the treatment of spillage and for making equipment safe for maintenance and repair operations.

G.1.3.1 The following formulations of liquid decontaminates are principally designed for use in emergency situations, drum disposal, spillage, etc. (the percentages may be expressed by weight or by volume):

- A Water (85-90%), concentrated ammonia solution (3-8%), liquid detergent (0.2-5%);
- B Water (90-95%), sodium carbonate (5-10%), liquid detergent (0.2-5%).

G.2 Resin Drums

G.2.1 No special precautions are required for disposal of waste resin components or their containers. These can be disposed after draining by crushing and landfill.



Truck Audit - Key Items List

TRUCK AUDIT – KEY ITEM LIST

Documents

TRUCK AUDIT – KEY ITEM LIST

Documents

- ✓ SDS sheets
- ✓ Manufacturer product information sheets (technical data sheets and application guidelines)
- ✓ Equipment instructions (operation and parts manuals).

General Health and Safety

- ✓ Eye wash station (rated for 15 minutes).
- ✓ First Aid Kit.
- ✓ Fire Extinguishers (2 x 4.5 kg. fire extinguishers (ABC)
- ✓ Warning signs and Danger tape (for isolating application area).
- ✓ Fume extraction equipment

Quality Control (Site Test Kit)

- ✓ Graduated Cylinder (1000 ml min, 10 ml graduation) for density checks
- ✓ Thermometer (to check ambient temperature)
- ✓ Thermometer (to check substrate temperature)
- ✓ Hygrometer (to check humidity)
- ✓ Surface Moisture Meter
- ✓ Coring tool made from thin wall tubing 70 mm inside diameter
- ✓ Circular disk with hook, maximum diameter 70 mm.
- ✓ Adhesion/Cohesion Strength Test Apparatus (with 1 kg. test weight)
- ✓ Thickness gauge (Probe) to check foam thickness
- ✓ Analytical balance, accurate to 0.01 g. (Electronic Scale)
- ✓ Calculator
- ✓ Two-component epoxy glue.
- ✓ Knife (for cutting foam samples to do density checks)

Personal Protective Equipment (PPE):

- ✓ Fresh air respirator system for Installer and Apprentice/helper
- ✓ Eye protection
- ✓ Body protection
- ✓ Safety boots/shoe
- ✓ Protective gloves

Situations d'urgences pour l'élimination des barils ou des déversements

- ✓ Absorbent material – Clay absorbent material, kitty litter, sand (do not use saw dust)
- ✓ Rubber mat to cover catch basins
- ✓ Absorbent socks
- ✓ Empty containers to hold used absorbent material
- ✓ Shovels, brooms, squeegees to pick up absorbent material
- ✓ Decontamination solution (90% water - 5% Ammonia – 5% Detergent)



Accredited Contractor Agreement

Accredited Contractor Agreement

THIS AGREEMENT ("AGREEMENT") CONTAINS THE ENTIRE AGREEMENT BETWEEN YOUR COMPANY ("You" OR "Contractor") AND CALIBER QUALITY SOLUTIONS INC. ("CALIBER") WITH RESPECT TO YOUR PARTICIPATION IN CALIBER'S QUALITY ASSURANCE PROGRAM (THE "**PROGRAM**"). PLEASE READ THIS AGREEMENT CAREFULLY. BY REGISTERING AS A CONTRACTOR IN THE PROGRAM OR USING INSTALLER/CONTRACTOR CALIBER ID CARDS (the "**ID CARDS**"), YOU ACKNOWLEDGE AND AGREE THAT: (i) YOU HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS OF THIS AGREEMENT; AND (ii) YOU ARE BOUND BY THE TERMS AND CONDITIONS OF THIS AGREEMENT AND ALL MODIFICATIONS AND ADDITIONS PROVIDED FOR HEREIN. IF YOU DO NOT AGREE WITH THE TERMS AND CONDITIONS OF THIS AGREEMENT, YOU MUST NOTIFY US IN WRITING AND RETURN ALL ID CARDS.

PROGRAM EXPLANATION

CALIBER's quality assurance program is a framework including requirements, processes and procedures which aims to facilitate building code compliance for the spray foam industry.

GENERAL

CALIBER reserves all rights not expressly granted to you in this Agreement. Among other things, CALIBER reserves the right to prohibit, restrict or discontinue your participation in the Program at any time, including without limitation, in the event you violate or breach any of the terms and conditions of this Agreement. CALIBER may modify this Agreement at any time and will post the most recent modifications on its website along with the date of such modifications. You agree to periodically review CALIBER's website for any such modifications and your continued participation in the Program shall be deemed acceptance of the modified Agreement.

REGISTRATION AND PARTICIPATION IN PROGRAM

After CALIBER's receipt of payment and your complete registration information, CALIBER will review your application in order to determine compliance with the requirements of the Program. CALIBER will notify you if any of the registration documents are incomplete or do not meet the requirements of the Program. Applications will not be considered until all registration documents are completed and/or corrected and submitted to CALIBER for its review.

You represent and warrant to CALIBER that all content and other information you submit to CALIBER as part of your registration and participation in the Program is accurate, truthful, and complete. In the event that any submitted information changes during the course of your participation in the Program, you will immediately notify CALIBER of same in writing.

If accepted for participation in the Program, your status is valid for a period of 12 months from January – December of each year. If any ID Card issued to you expires, you shall immediately, and shall cause all of your representatives and employees if applicable, to discontinue the use thereof. No ID Cards issued by CALIBER may be tampered with or altered in any way. If CALIBER becomes aware of any use of ID Cards after their expiry or any alteration thereof, CALIBER shall have the right to terminate your participation in the Program, withdraw any applicable company and / or installer statuses from its database and publicly disclose your expulsion from the Program and reasons for such expulsion.

You represent and warrant to CALIBER that the individual(s) named on the contractor ID Card issued to you is a representative of the Contractor authorized to enter into this Agreement on Contractor's behalf.

You represent and warrant to CALIBER that the individual named on the installer ID Card issued to you is an employee of the Contractor and legally permitted to work in the applicable jurisdiction.

You represent and warrant to CALIBER that you have read and understood all the requirements outlined in the relevant codes in standards (CAN/ULC Standards S705.1, 705.2, S712.2 and S718). Furthermore, that you will abide

by the program requirements as outlined in the Caliber Site Quality Assurance Program Handbooks (latest version) and Accredited Contractor Requirements (CAN/ULC Standard S718:2018 – Section 5.5 Contractor).

USE OF INFORMATION

The information set forth in any marketing material, including logos provided to participants in Caliber's registered or accredited contractor program, (the "**Label**") is informational and educational in nature only. CALIBER does not guarantee the accuracy or reliability of any such information, and does not make, and hereby expressly disclaims any and all, representations or warranties of any kind relating to same.

You acknowledge and agree that CALIBER has the right to freely publish and disclose any and all information that you provide to CALIBER and/or its designees that is intended to be displayed on the Label and/or is available publicly, and that CALIBER does not, and will not, owe any duty of confidentiality or non-use with respect to such information.

DISCLAIMER AND LIMITATION OF LIABILITY

Your participation in the Program is at your own risk. Any and all materials, services and other information are provided by CALIBER "as is". CALIBER makes no express or implied warranties, including, but not limited to, any implied warranties of merchantability, fitness for a particular purpose or use, title or non-infringement. For greater certainty, CALIBER does not guarantee the accuracy, adequacy, or completeness of any information provided on the Program website and is not responsible for any errors or omissions or for the results obtained from the use of such information.

CALIBER will not be liable to you or to any third party for any damages or injury arising from or in any way associated with your participation in the Program, including for any special, indirect, incidental, or consequential damages or other damages whatsoever, including but not limited to loss of use, data, or profits, arising out of or relating to your participation in the Program, or relating to your copying or display of information or by any third party, whether or not CALIBER was advised of or aware of the possibility of such damages,. This limitation of liability is effective without regard to the form of action, including but not limited to contract, negligence, tort and strict liability. Notwithstanding the foregoing, if for any reason CALIBER is found liable to you or to any third party, CALIBER's maximum liability in connection with any such claim shall not exceed the amounts you have actually paid in the most recent year to CALIBER to participate in the Program, if any (the "Cap"), and you will indemnify and hold CALIBER harmless for all liability in excess of the Cap.

COPYRIGHTS AND TRADEMARKS

The Program is operated by CALIBER. Without CALIBER's prior permission, or as expressly listed below, CALIBER trademarks and logos may not be displayed or used in any manner by any other person or entity.

LABELS - REFERENCE and USAGE

Contractors that have received a status within the program shall have the right to refer to such status as follows: "Contractor X" is a registered contractor under the Caliber Site Quality Assurance Program [Registered Status] or "Contractor X" is an accredited contractor under the Caliber Site Quality Assurance Program [Accredited Status].

Contractor assumes all responsibility and liability for its use of the status and any associated Labels and agrees to indemnify, hold harmless, and defend CALIBER for, from and against any and all damages, expenses, losses, liabilities, claims, legal actions, allegations, costs, fines and penalties (including without limitation reasonable legal fees and expenses), asserted against or otherwise suffered or incurred by CALIBER out of or resulting from or relating to Contractor's participation in the Program or use of the Label.

Contractors that are provided a Label have the right to use the label on general marketing materials. The Label may not be used on or associated with any other product than the products listed within the program. If you display the Label on any marketing or similar materials that feature or display the product to which the Label relates and other products, the Label must be displayed in close proximity to the applicable product to ensure that consumers are not confused, mistaken or deceived as to whether the Label applies to other products included in the marketing or similar materials. The Label may not be modified, altered or otherwise tampered with in any way.

This contract and any other agreements in connection therewith shall be governed by the laws of the Province of Ontario and those of Canada applicable therein and the parties acknowledge and accept the sole jurisdiction of the courts situated in the City of Toronto in connection with any dispute between them.

Useful Links

Fresh air systems, gloves, masks, eye wash station and more: Link [here](#) and [here](#)

Eyewash station: Link [here](#)