

Modern Insulation Systems

Barstown Commercial Park,
UNIT 14 A,
Barstown, Dunboyne,
Co. Meath, Ireland

1 of May 2018

Dear _____,

This is a letter of understanding between Modern Insulation Systems and _____.
Subject to a review of your company, Modern Insulation Systems agrees to train your staff in the application of external wall insulation (ETICS). Modern Insulation Systems does not charge a fee for training, however, your company must bear all costs associated with attending the training sessions.

There will be a theoretical and practical portion to the training, as well, as an exam. All relevant staff should review the training material provided by Modern Insulation Systems. The staff members will be given an oral exam that they must pass in order to continue. Upon successful completion of the exam, your staff members will attend training from a member of Modern Insulation Systems. When the training is complete your staff members must pass a written exam. Upon successful completion of the exam, your staff will be issued training certificates and contractor ID cards. At this stage you will be ready to apply for the NSAI (National Standard Authority of Ireland) audit process. The NSAI charges an audit fee and a fee for annual review that your company will be liable for. Visit www.nsai.ie for more information regarding the audit process.

Approved Installer Scheme

This scheme has been designed to uphold the integrity of Modern Insulation Systems and the KREISEL, and to maintain the standards within the organisation and the quality of the workmanship carried out. The system for approving new Installers entails the following:

- Full application to Modern Insulation Systems and the relevant personnel involved.
- Full background history and financial stability verification (Financial if agreed by applicant).
- Inspection by a Modern Insulation Systems representative, to assess the working environment and the administration capacity of the Approved Installer.
- Full presentations given on the KREISEL and Modern Insulation Systems background, and goals set by Modern Insulation Systems to all Approved Installers.
- Operatives made available to Modern Insulation Systems for intensive training on the systems and individual products involved.

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- Proof of insurances and safes passes etc. to be produced by all Approved Installers on a yearly basis.
- Agree to periodic inspections by a Modern Insulation Systems representative on no less than three occasions per annum.
- Agree to office inspections and reviews of administration system regarding specific tasks.
- Service and maintain all equipment used in the installation of the external thermal insulation composite system.
- Maintain terms and conditions agreed through the NSAI, including registrations and fees etc.

Surveillance Scheme Procedures

This scheme has been put in place to monitor the performance of the approved and certified ETICS installers, the quality of the installation procedures carried out and the maintained standards of the products used under the KREISEL certificate.

To maintain the standards set out by KREISEL, a quarterly inspection is carried out on all registered installers, the quality of workmanship and the equipment used in the process by an approved member of staff who is deemed suitable and experienced in all aspects of the system and its certification.

A surveillance audit sheet is used to monitor each installer, equipment and installation by noting each criteria and then making an overall assessment of the performance. This is carried out on a quarterly basis with all records being retained for inspection and a separate individual assessment for each Supervisor/Operative with an annual report filed at the end of each working year.

As part of the surveillance procedure all Approved Installers are requested to submit records of all retrofit and new build installations carried out on no later than one month after completion. A random sample of these installations will be selected and inspected, with the results recorded for each installer and reported to the installer. Substandard workmanship will be held on record and the installation company involved will be given seven working days to rectify the issue or issues, with a final inspection being carried out and signed off in the presence or representatives from the Installation Company and Modern Insulation Systems, on behalf of the KREISEL.

Piotr Kecht
Director