Application for Admission to Stainless Steel Specialists Register PART 2

The Application Form for ASSDA Accreditation has been designed to not only as a method for ASSDA to gather the required information, but for the Applicant to identify strengths and weaknesses in their own organisation and provide a clear indication where improvement can be achieved. This Application examines

- Workshop Capabilities
- Avoiding Contamination Practices
- Quality Control
- Safety Management
- Training Systems &
- Comprehensive Stainless Steel Specific Knowledge Statement

By completing this Application organisations can identify areas for improvement in which ASSDA can provide assistance.

The information provided in this application will be used by ASSDA as the basis for admission to the Stainless Steel Specialists Register. The information must be accurate at the time of application, and a director of the company making the application must submit the application. The responsible director must initial each page.

You are required to submit this application as a signed paper copy. Application fee due with submission of this application. Fee structure outlined on following page.

The application should be mailed to:
Stainless Steel Specialists Register
ASSDA
Level 15, 215 Adelaide Street
BRISBANE QLD 4000

You will be informed of the result of your application within 20 working days.

Date Application Due

The date on which ASSDA received Part 1 of your application initiated the start date of the second part of the process. To receive discount on application fee please submit this document to ASSDA by this date:

1st January 2009

ASSDA Accreditation Fee Structure

APPLICATION FEE (GST Inc)

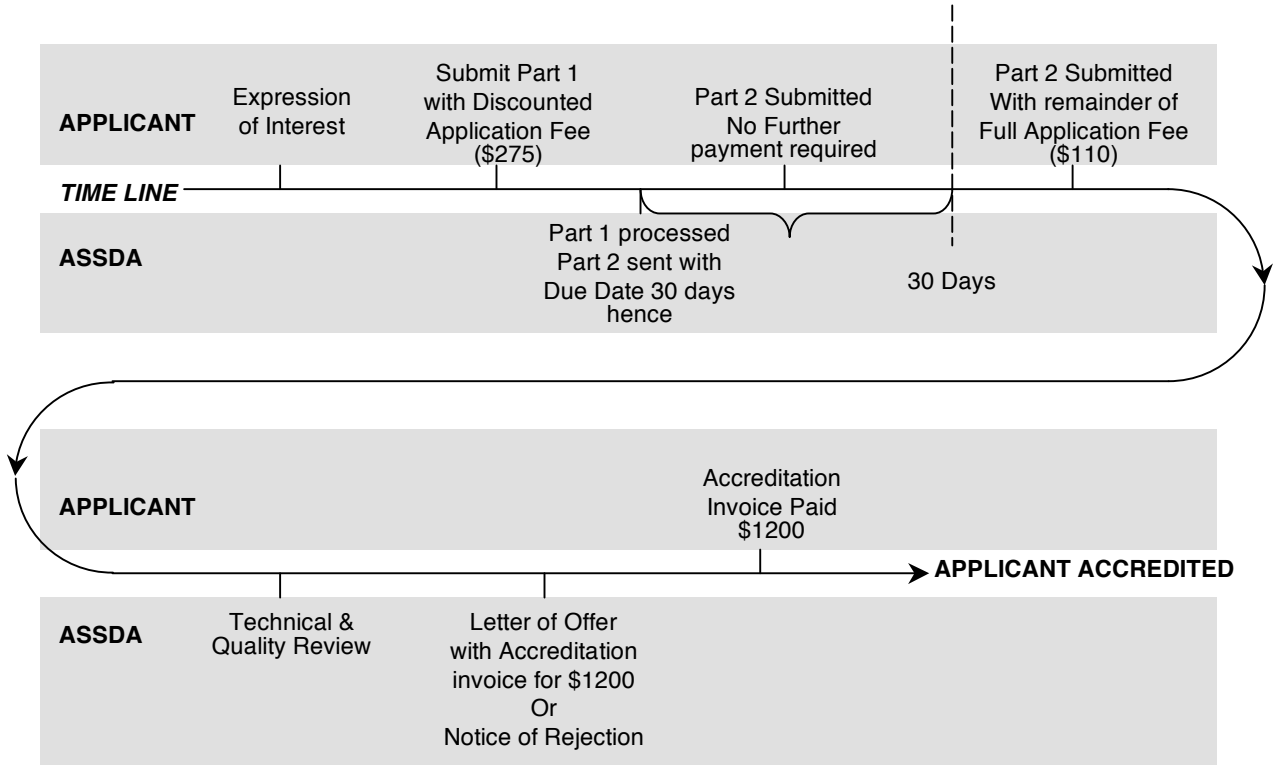
Discounted: Members $275.00, Non-Members $550.00
Full: Members $385.00, Non-Members $660.00

- Discounted Application Fee ($275) is due with the submission of Application Part 1.
- Application Part 2 is sent from ASSDA with due date 30 days hence.
- If Application Part 2 is **NOT** submitted by the due date, the remainder of the full Application Fee ($110) is payable when the Application is submitted.

ACCREDITATION FEE (GST Inc)

New: Members $1200.00, Non-Members $1700.00
Renewal: Members $1200.00, Non-Members $1700.00

The Accreditation Fee ($1200) pays for a one-year period. An annual renewal fee of $1200 is due on the anniversary of Accreditation.



* Branch companies applying for Accreditation will draw additional 50% fees.

Part A – Business wishing to join register

A1 Business Type:

☐ Incorporated Entity ☐ Partnership
☐ Sole Trader ☐ Trust
Other (specify): _____

A2 Registered Name of Business:

_____

A3 Date of First Registration:

_____

A4 What is your Australian Business Number (ABN)?

_____

A5 Trading Name: *(If different to Registered Name)*

_____

A6(a) Head Office Postal Address: *(If same as postal, leave blank)*

_____
_____
_____

Head Office Street Address:

_____
_____
_____

A6(b) Contact Details:

*Phone: ( )*_____ *Fax: ( )* _____

Email: _____ *Website:* _____

A7(c) States/Territories in which the Company trades:

☐ New South Wales ☐ Victoria
☐ Queensland ☐ Western Australia
☐ South Australia ☐ Northern Territory
☐ Australian Capital Territory ☐ Tasmania

Other Overseas (specify): _____

A8 List address/es of branch premises:
(please attach additional sheet if more than one branch)

Contact: _____

Postal Address: _____ *Street Address* _____

_____ _____
_____ _____

*Phone: ( )*_____ *Fax: ( )* _____

Email: _____

A9 Company Directors

Please provide details of all the directors of the business wishing to join the Stainless Steel Specialists Register, as supplied to ASIC and credit reference bureaux. Please note this information is for the use of the ASSDA Secretariat and ASSDA Board only, and will not be divulged to any other party.

1. *Name:* _____
   Date appointed: _____
   Date of Birth: _____
   *Address:*_____
   *Resident overseas?*_____

2. *Name:* _____
   Date appointed: _____
   Date of Birth: _____
   Address: _____
   *Resident overseas?*_____

3. *Name:* _____
   Date appointed: _____
   Date of Birth: _____
   *Address:*_____
   *Resident overseas?*_____

4. *Name:* _____
   Date appointed: _____
   Date of Birth: _____
   *Address:*_____
   *Resident overseas?*_____

5. *Name:* _____
   Date appointed: _____
   Date of Birth: _____
   *Address:*_____
   *Resident overseas?*_____

6. *Name:* _____
   Date appointed: _____
   Date of Birth: _____
   *Address:*_____
   *Resident overseas?*_____

A10 Insurance Details:

Please forward Certificate of Currency to ASSDA Secretariat for all policies held.

Work Cover

Provider: _____
Policy No: _____
Current to (date): _____

Public Liability

Provider: _____
Policy No: _____
Current to (date): _____
Amount of cover: _____

Any other applicable insurance (including product liability insurance)

Provider: _____
Type: _____
Policy No: _____
Current to (date): _____

Provider: _____
Type: _____
Policy No: _____
Current to (date): _____

Provider: _____
Type: _____
Policy No: _____
Current to (date): _____

Provider: _____
Type: _____
Policy No: _____
Current to (date): _____

Provider: _____
Type: _____
Policy No: _____
Current to (date): _____

Part B – Scope of Registration

✸ **B1 Business Function:**

☐ Fabrication services *Specialty…….....

☐ Installation services

✸ **B2 Industry Category:**

☐ Light Commercial (3mm and less typical section thickness)

☐ Heavy Industrial (3mm and more typical section thickness)

☐ Food, Dairy and Beverage

☐ Architectural

** Specialty refers to whether your organisation specialises in a particular area of fabrication such as machining.*

Part C – Business Capability

✸ **C1 Capability Statement:**

(A 50 to 100 word statement summarising the type and scope of the activities of the business, for example, product types and market areas serviced. ***This information will be freely available to enquirers, to which you freely consent.****)*

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

C2 Reference List:

(Please provide a reference list of up to 10 jobs completed, relevant to the business function and industry category. Attach additional pages if necessary)

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

Do you wish ASSDA to make this reference list available on request?

☐ Yes ☐ No

Do you wish ASSDA to publish this reference list on the ASSDA website?

☐ Yes ☐ No

C3 Workshop:

Covered Area m^2: _____

Hardstand Area m^2: _____

Lifting method and capacity: _____

_____

_____

_____

C4 Machinery Summary/Capacity:

Cutting: _____

_____

_____

_____

Bending: _____

_____

_____

_____

Welding: _____

_____

_____

_____

Machining: _____

_____

_____

_____

Polish Finishing: _____

_____

_____

_____

Assembly: _____

_____

_____

_____

C5 Avoiding Carbon Steel Contamination:

	Yes	*No*
Do you have separate areas for fabricating carbon steel and stainless steel?	☐	☐
Is your tooling dedicated to stainless steel?	☐	☐
Is it mandatory in your shop to clean tooling and handling equipment before working on stainless steel?	☐	☐

What steps do you take to avoid carbon steel contamination and surface damage?

_____

_____

_____

_____

_____

_____

C6 Services Offered:

	Yes	*No*
Fabricate ex workshop	☐	☑
Site Install	☐	☐
Post Installation Maintenance	☐	☐

C7 Employee/Contractor Function Analysis:

(List number of employees, contractors/sub-contractors engaged in specific activities/roles. Contractors are limited to the number of people under your direct control. Where a person does more than one function, include them in more than one category – we are looking for the total effort available.)

Function	People for whom this is their primary function	Total Number of People Performing the Role	
		Employees	Contractors
Administration			
Sales Estimating			
Engineering Design			
Drafting			
Project Supervision			
Manufacture Management, Purchasing, Planning and Supervision			
Tradesmen/Trades Assistants			
Installation			
Apprentices			
Non Trade Qualified (welding, polishing, assembly, machine operation etc)			
TOTAL (This equals the total number of people in your organisation)			

C8 Quality Control:

Do you have a third party certified quality system?

☐ Yes ☐ No

(If Yes, submit Certificate to ASSDA & go to the next section)

Who reviews design before manufacture starts?
(Job title only required)

_____

How are jobs controlled through the workshop?

_____
_____
_____
_____
_____
_____

Are all relevant instructions available to tradesmen at all times?

☐ Yes ☐ No

Are materials clearly identified and properly stored?

☐ Yes ☐ No

Are measurement devices controlled (inspected & calibrated)?

☐ Yes ☐ No

Are all tradesmen adequately trained or supervised?

☐ Yes ☐ No

Is there a final inspection step in your production process?
(If Yes please outline)

_____
_____
_____
_____
_____

C9 Safety Management and Compliance:

Are you aware of your legal responsibilities for OH&S?	Yes / No
Is there an OH&S policy in place?	Yes / No
Is there an OH&S procedure manual available for review?	Yes / No
Is there a designated OH&S officer?	Yes / No
and/or	
Is there a safety management committee?	Yes / No

Please give a hypothetical example of how a work place incident would be handled in your organisation?

_____
_____
_____
_____
_____
_____
_____
_____
_____

C10 Training

Briefly describe your training system. If you perform training to meet the requirements of other bodies, please refer to them. Categories of training include safety, up-skilling, trade apprentices.

Please describe your induction procedure?

How do you train staff in Operational Procedures and Product Knowledge?

How are employees kept up to date on developments in the Stainless Steel Industry and in fabrication practices?

How does management keep up to date with development in the Stainless Steel Industry and in fabrication practices?

Is there a register of training activities available to be audited?

☐ Yes ☐ No

Do your people receive, on average, 8 hours or more per year of training?

☐ Yes ☐ No

C14 ASSDA Stainless Steel Specialist Course

Upon approval of your accreditation you will be entitled to enrol one person from your organisation in our intermediate (five modules) Stainless Steel Specialist Course by including their details below. Once Accreditation has been finalised the student will be sent an email with their User Name and Password to undertake the course onlineThe training modules are self paced however, it is expected the student should complete the entire course within the first six months of Accreditation.

The course provides comprehensive information about properties and many fabrication technologies used in Australia and will benefit your organisation by;

- *Skilling participants in the benefits and limitations of stainless steel*
- *Up skilling individuals and organisations already established in the stainless steel industry, as well as those who have little knowledge about stainless*
- *Matching your companies educational needs with a flexible set of modules*
- *Increasing the depth of knowledge across all levels of the company*

Name: _____

Position: _____

Telephone: ( ) _____

Email: _____

List of Module Titles

** Modules already ticked are compulsory please choose one additional module.*

1. An Introduction to Stainless Steel	☑
2. Stainless Steel vs Corrosion	☑
3. The Mechanical Properties of Stainless Steel	☑
4. The Surface Finish on Stainless Steels	❑
5. Fabricating Corrosion Resisting and Stainless Steels	❑
6. The Cutting of Stainless Steels	❑
7. The Metallurgy of Stainless Steels	☑
8. The Welding and Joining of Stainless Steels	❑
9. Machining Stainless Steels	❑
10. Practical Considerations for Designing in Stainless Steel	❑
11. Stainless Steel and Stainless Alloy Castings	❑
12. Forging Stainless Steels	❑
13. Stainless Steel Pipe and Tube	❑
14. Cold Forming Stainless Steels	❑
15. Deep Drawing of Stainless Steels	❑
16. Stainless Steel and Stainless Alloys at High Temperature	❑

Part D – Referees

Please provide a minimum of 3 referees. Please indicate which of the jobs listed at C2 – Reference List, they are connected with. The ASSDA Secretariat or other member(s) of the Review Board may contact these referees. Attach additional pages if necessary.

1 *Name:* _____

Position: _____

Company: _____

Telephone: ( ) _____

Fax: ( ) _____

Email: _____

Job(s) Numbers: _____

2 *Name:* _____

Position: _____

Company: _____

Telephone: ( ) _____

Fax: ( ) _____

Email: _____

Job(s) Numbers: _____

3 *Name:* _____

Position: _____

Company: _____

Telephone: ( ) _____

Fax: ( ) _____

Email: _____

Job(s) Numbers: _____

4 *Name:* _____

Position: _____

Company: _____

Telephone: ( ) _____

Fax: ( ) _____

Email: _____

Job(s) Numbers: _____

Part E – Knowledge Statement
Training Needs Analysis

Knowledge required for all industry categories, which can provide a comprehensive analysis of the organisation's training needs.

List capability and knowledge held by one or more persons in your organisation.

It is recommended to use the initials of the person(s) or job function in the relevant column. This will help you in renewing accreditation in future, and in identifying skills gaps, which need to be covered in your training plan.

Where the knowledge is not used or required, please put N/A (not applicable) in the appropriate column.

Please remember you are certifying the knowledge available to the organisation, not the practices employed.

KNOWLEDGE	N/A	Aware of	Want to learn more	Good knowledge	Qualified
1. *A commitment to quality service*					
> commitment and ability to inform customers of optimum selection of grade, finish and design details					
> staff fully trained, appropriately supervised and supported					
References: *ASSDA Reference Manual – Section 4, 5 and 6* *BHP Computer assisted learning package: Introduction to stainless steel products*					

Note: most reference materials are available from ASSDA, many without charge. ASSDA can also suggest where to get those it cannot provide.

All Industry Categories

KNOWLEDGE	N/A	Aware of	Want to learn more	Good knowledge	Qualified
2. *Grade and Finish Selection*					
> the families of stainless steels, including compositional differences, mechanical and physical properties					
> common causes of corrosion of stainless steels					
> surface finishes and their appearance, workability and corrosion resistance					
> product availability in the market and lead times					
> machinability of stainless steels and the relationships with corrosion resistance and mechanical properties					
> heat treatment after machining					
> surface treating after machining and/or heat treatment to restore corrosion resistance					
References: *ASSDA Reference Manual – Section 4 and 5* *ASSDA Training Notes Nos 1, 2, 3, 4, 7 and 9* *ASSDA Stock Guide (see ASSDA website)* *WTIA TN 13 Stainless steels for corrosive environments*					
3. *Storage, Handling and Identification of Stainless Steel*					
> handling and storage requirements for avoidance of contamination and preservation of the properties of stainless steel					
> material control and traceability – avoiding grade mixes					
References: *ASSDA Training Notes Nos 2, 5 and 6* *ASSDA Training course: Identification, Storage and Handling of Stainless Steel* *SASSDA video "Handling and Storage of Stainless Steel" (available from ASSDA)*					

All Industry Categories

KNOWLEDGE	N/A	Aware of	Want to learn more	Good knowledge	Qualified
4. *Detail design, including dissimilar metals/galvanic corrosion*					
> proficiency in reading technical drawings					
> detail design of stainless steels for maximum corrosion resistance					
> crevice corrosion and the influence of joint configuration on corrosion resistance					
> welding dissimilar metals: avoiding galvanic corrosion					
> minimise effect of differential thermal expansion when joining dissimilar metals or welding different thicknesses					
> selecting fixings and fasteners to avoid galvanic corrosion					
> design to avoid surface contamination in service					
> design to avoid galling					
References: *ASSDA Reference Manual – Section 6* *ASSDA Training Notes Nos 2, 3 and 10* *NiDI 11 007 Guidelines for the welded fabrication of nickel-containing stainless steels for corrosion resistant services* *NZSSDA Code of practice for the fabrication of stainless steel plant and equipment* *WTIA TN 12 Minimising corrosion in welded steel structures.*					
5. *Planning for Manufacturing*					
> can the article(s) be manufactured as designed?					
> what manufacturing processes are required?					
> can the proposed processes meet the quality expectations?					
> what part(s) of the manufacturing should be contracted out?					
> can the goods be transported and delivered satisfactorily?					
> can the goods be installed satisfactorily?					
References: *ASSDA Training Notes Nos 5, 6, 9, 14 and 15* *BSSA SSAS Note 6.01 Forming and fabrication techniques for stainless steel* *SSINA Stainless steel fabrication* *NiDI 16 000 Practical guidelines for the fabrication of duplex stainless steels*					

All Industry Categories

KNOWLEDGE	N/A	Aware of	Want to learn more	Good knowledge	Qualified
6. *Joining and Welding*					
> effect of welding on the structure and properties of stainless steels					
> factors affecting the corrosion resistance of stainless steel welds					
> weld joint designs					
> weld joint preparation					
> choice of welding process, filler metal, dilution and other welding parameters for sound, strong welds of adequate corrosion resistance					
> fixtures, fit up and tack welding to minimise and control distortion					
> operator technique for sound welds with the chosen process					
> welding code requirements					
> treatment of welds to restore full corrosion resistance					
References: *ASSDA Training Notes Nos 5, 7 and 8* *NZSSDA Code of practice for the fabrication of stainless steel plant and equipment* *Euro Inox Welding of stainless steels* *AISI / NiDI 9 002 Welding of stainless steels and other joining methods* *NiDI 11 007 Guidelines for the welded fabrication of nickel-containing stainless steels for corrosion resistant services* *AS/NZS 1554 Part 6: Welding stainless steels for structural purposes* *WTIA TN 16 Welding stainless steel* *WTIA PG02-SS-01 Pocket guide to welding of stainless steel*					
7. *Surface finishing of stainless steel for appearance and corrosion resistance*					
> mechanical finishes (polishing) for appearance and corrosion resistance					
> pickling for corrosion resistance					
> passivation for corrosion resistance					
***References**:* *ASSDA Reference Manual – Section 5* *ASSDA Training Notes Nos 4 and 5* *ASTM A380 Cleaning, descaling, and passivation of stainless steel parts, equipment, & systems* *ASTM A967 Chemical passivation treatments for stainless steel parts* *NiDI 10 004 Fabrication and post-fabrication cleanup of stainless steels* *NiDI 10 068 Specifying stainless steel surface treatments* *NZSSDA Code of practice for the fabrication of stainless steel plant and equipment* *AS/NZS 1554 Part 6: Welding stainless steels for structural purposes*					

All Industry Categories

KNOWLEDGE	N/A	Aware of	Want to learn more	Good knowledge	Qualified
8. *Control of Sub-Contractors*					
> planning for the special requirements of stainless steel					
> communicating requirements to sub-contractor					
> checking sub-contractor's work is to specification					
***References**:* *ISO 9000 Series Standards*					
9. *Occupational Health and Safety (OH&S)*					
> safe workshop practices					
> safe transport and handling of goods including chemicals					
> safe site practices					
> safety in welding					
> welding fume and other hazardous substances exposure requirements					
> OH&S reporting requirements					
> OH&S legal framework – employer's responsibilities					
> duty of care					
> first aid					
> notification of work related incidents					
> OH&S consultation					
> personal protective equipment (PPE)					
> risk management					
> workplace complaints					
***References**:* *Australian Standard – AS 1470 Health and Safety at Work* *WTIA TN 7 Health and safety in welding* *WTIA Welding fume minimisation guidelines* *ASSDA Training course: Identification, Storage and Handling of Stainless Steel* *SASSDA video "Handling and Storage of Stainless Steel" (available from ASSDA)* *Workplace safety laws and policies in your state*					
10. *Environmental Requirements*					
> controls to limit escapes of restricted compounds to ground, waterways or atmosphere					
> treatment of acidic, alkaline, volatile and heavy metal wastes					
> EPA and waste disposal requirements					
***References**:* *EPA emission regulations in your state* Trade waste disposal and licensing requirements of your local authority					

Knowledge specific to industry category - Light Commercial

To be completed by applicants wishing to be registered for Light Commercial Fabrication (typical stainless steel thickness 3mm and less).

KNOWLEDGE	N/A	Aware of	Want to learn more	Good knowledge	Qualified
LC1 Fabrication techniques					
> cutting					
> bending					
> folding					
> machining					
> deep drawing					
References: *ASSDA Training Notes Nos 5, 6, 9, 14 and 15* *BSSA SSAS Note 6.01 Forming and fabrication techniques for stainless steel* *SSINA Stainless steel fabrication* *NiDI 16 000 Practical guidelines for the fabrication of duplex stainless steels*					
LC2 Special finishing requirements (surface finishes, grits, chemical and electrochemical treatments)					
> for appearance					
> for corrosion resistance					
> maintenance requirements					
References: *ASSDA Training Notes Nos 2 and 7* *ASSDA Reference Manual – Section 5* *Euro Inox - Guide to Stainless Steel Finishes* *NiDI 11 013; 11 014 and 11 015: Stainless steel in architecture, building and construction* *NIDI 11 024 Stainless steels in architecture, building and construction - Guidelines for Corrosion Prevention*					
LC3 Full knowledge of Local, State and Federal Government Codes					
> Building Code of Australia					
> Relevant Australian and other standards for products you manufacture					
References: *Building Code of Australia, Australian Building Codes Board* *AS 1170 Structural design actions*					
LC4 Final Inspection and Testing					
> product specific testing					
> hydrostatic testing					
> electrical testing					
> test records					

Knowledge specific to industry category – Architectural

To be completed by applicants wishing to be registered for Architectural.

List capability and knowledge held by one or more persons in your organisation.

Hint: use the initials of the person(s) or job function in the relevant column. This will help you in renewing accreditation in future, and in identifying skills gaps which need to be covered in your training plan.

Where the knowledge is not used or required, please put N/A (not applicable) in the appropriate column.

KNOWLEDGE	N/A	Aware of	Want to learn more	Good knowledge	Qualified
A1 Design – special issues					
> evaluation of atmospheric conditions					
> design for maintenance					
> specification of a maintenance procedure and schedule					
> fasteners and fixings for avoiding galvanic corrosion					
> design against dissimilar metals corrosion					
> structural adequacy					
References: *ASSDA Training Notes Nos 5, 6, 9, 14 and 15* *ASSDA Tea Staining Technical Bulletin* *IMOA Which stainless steel should be specified for exterior applications?* *NIDI 11 024 Stainless steels in architecture, building and construction - Guidelines for Corrosion Prevention* *SAA HB39 Installation code for metal roofing and wall cladding* *AS/NZS 4673 Cold formed stainless steel structures* *Steel Construction Institute (UK): Structural design of stainless steel* *Euro Inox: Design manual for the structural design of stainless steel (NiDI 12011)*					
A2 Special manufacturing requirements					
> techniques for achieving the required flatness					
> maintaining integrity (especially the surface) during shipping and installation					
References: *ASSDA Training Notes Nos 2 and 7* *ASSDA Reference Manual – Section 5* *ASSDA Tea Staining Technical Bulletin* *IMOA Which stainless steel should be specified for exterior applications?* *Euro Inox - Guide to Stainless Steel Finishes* *NiDI 11 013; 11 014 and 11 015: Stainless steel in architecture, building and construction* *NIDI 11 024 Stainless steels in architecture, building and construction - Guidelines for Corrosion Prevention*					

Architectural Category

KNOWLEDGE	N/A	Aware of	Want to learn more	Good knowledge	Qualified
A3 Special finishing and maintenance requirements (surface finishes, grits, chemical and electrochemical treatments)					
> understanding, managing and matching client's desires					
> sample pieces to demonstrate achievable finishes					
> control samples to record the agreement between the parties					
> relationship between finishing, cost, corrosion resistance and maintenance requirements					
> specifying maintenance procedure and frequency					
References: *ASSDA Training Notes Nos 2 and 7* *ASSDA Reference Manual – Section 5* *ASSDA Tea Staining Technical Bulletin* *IMOA Which stainless steel should be specified for exterior applications?* *Euro Inox - Guide to Stainless Steel Finishes* *NiDI 11 013; 11 014 and 11 015: Stainless steel in architecture, building and construction* *NIDI 11 024 Stainless steels in architecture, building and construction - Guidelines for Corrosion Prevention* *SSINA The care and cleaning of stainless steels* *Euro Inox: The cleaning and maintenance of stainless steel architectural finishes*					
A4 Installation practices					
> storage, lifting and handling to maintain product quality (including shape)					
> project management to prevent damage on site (mechanical, brick cleaning acid, caulking etc)					
> tool control to avoid contamination					
> final surface preparation and cleaning					
References: *ASSDA Training Notes Nos 2 and 7* *ASSDA Reference Manual* *NiDI 11 013; 11 014 and 11 015: Stainless steel in architecture, building and construction* *NIDI 11 024 Stainless steels in architecture, building and construction - Guidelines for Corrosion Prevention*					
A5 Full knowledge of Local, State and Federal Government Codes					
> Building Code of Australia					
> Relevant Australian and other standards for products you manufacture					
References: *Building Code of Australia, Australian Building Codes Board* *AS 1170 Structural design actions*					

Knowledge specific to industry category – Food, Dairy and Beverage

To be completed by applicants wishing to be registered for Food, Dairy and Beverage.

List capability and knowledge held by one or more persons in your organisation.

Hint: use the initials of the person(s) or job function in the relevant column. This will help you in renewing accreditation in future, and in identifying skills gaps which need to be covered in your training plan.

Where the knowledge is not used or required, please put N/A (not applicable) in the appropriate column.

KNOWLEDGE	N/A	Aware of	Want to learn more	Good knowledge	Qualified
F1 Design – special issues					
> evaluation of corrosion conditions for grade selection					
> selection of surface finishes appropriate to service conditions – contact & non-contact surfaces					
> design for cleanability & avoidance of product contamination and maintenance					
> design to minimise crevices both in product contact and non-product contact areas					
> avoidance of ponding or undrainable areas					
> In tanks, prevention of buckling due to pumping, rapid drainage or condensation					
> familiarity with insulation design and installation requirements					

References:
ASSDA Training Notes Nos 5, 6, 9, 14 and 15
ASSDA Technical Specification: Fabrication & installation of stainless steel process plant & equipment in the food & beverage industries – Sections 4 & 5.
NZSSDA Code of practice for the fabrication of stainless steel plant and equipment (Blue book)
NACE RP0198 Code of Practice for Thermal Insulation of Pipework and Equipment.
Nickel Institute 10818 New guidance documents governing the selection and safety-evaluation of materials for food use
Nickel Institute 11213 The care and cleaning of stainless
Euro Inox Stainless steel in the Food and Beverage Industry

Food Category

KNOWLEDGE	N/A	Aware of	Want to learn more	Good knowledge	Qualified
F2 Special manufacturing and finishing requirements					
> techniques for achieving cleanability including: suitable internal surface roughness, drainable curvatures and slopes, avoidance of CIP shadowing and lack of crevices					
> final surface treatment of welds for optimal corrosion resistance					
> maintaining integrity of shape and surfaces during shipping and installation					
> ability to produce high quality welds in tubing with no more than pale straw internal tinting using purged welding techniques					
References: *ASSDA Training Notes Nos 2 and 7* *ASSDA Reference Manual – Section 5* *ASSDA Technical Specification: Fabrication & installation of stainless steel process plant & equipment in the food & beverage industries, Sections 5, 6, 7, 8, 9, 10, 11* *NZSSDA Code of practice for the fabrication of stainless steel plant and equipment (Blue book)* *ANSI/AWS D18.1 Specification for Welding of Austenitic Stainless Steel Tube and Pipe Systems in Sanitary (Hygienic) Applications* *ANSI/AWS D18.2 Guide to Weld Discoloration Levels on Inside of Austenitic Stainless Steel Tube* *EHEDG Doc. 8 - Hygienic equipment design criteria* *EHEDG Doc. 9 - Welding Stainless Steel to meet Hygienic Requirements* *EHEDG Doc. 13 - Hygienic design of equipment for open processing* *Nickel Institute 11026 Fabricating Stainless Steel for the Water Industry*					
F3 Special Installation Practices – Mechanical with no on-site welding					
> hydrostatic testing practices					
References*: ASSDA Technical Specification: Fabrication & installation of stainless steel process plant & equipment in the food & beverage industries, section 14.2*					

Food Category

KNOWLEDGE	N/A	Aware of	Want to learn more	Good knowledge	Qualified
F4 Full knowledge of Local, State and Federal Government Codes					
> HACCP					
> Relevant Australian and other standards for products you manufacture					

References:
ASSDA Technical Specification: Fabrication & installation of stainless steel process plant & equipment in the food & beverage industries, Appendix A
AS 1170 Structural design actions
AS 4674-2004 Design, construction and fit-out of food premises
AS 4709-2001 Guide to cleaning and sanitizing of plant and equipment in the food
Building Code of Australia, Australian Building Codes Board
Euroinox – Stainless Steel in the Food and Beverage Industry
NIDI 10818 - New Guidance Documents Governing the Selection and Safety-Evaluation of Materials for Food Use
NIDI 11213 - Hygienic Stainless in Food & Beverage
NIDI 11026 – Fabricating Stainless Steels for the Water Industry: Guidelines for achieving top performance.

F5 Final Inspection and Testing					
> product specific testing					
> hydrostatic testing					
> electrical testing					
> test records					

References:

Nickel Institute 10085 Microbiologically influenced corrosion of stainless steels by water used for cooling and hydrostatic testing

http://www.nickelinstitute.org/index.cfm/ci_id/15786/la_id/1.htm?ci_id=15786&la_id=1&method=2&search_keyword=10085

Knowledge specific to industry category – Heavy Industrial

To be completed by applicants wishing to be registered for Heavy Industrial.

List capability and knowledge held by one or more persons in your organisation.

Hint: use the initials of the person(s) or job function in the relevant column. This will help in renewing accreditation in future, and in identifying skills gaps which need to be covered in your training plan.

Where knowledge is not used or required, please put N/A (not applicable) in the appropriate column.

KNOWLEDGE	N/A	Aware of	Want to learn more	Good knowledge	Qualified
H1 Grade Selection and Product Availability					
> available product forms by grade					
> standard sizes & surface finishes					
> mechanical properties					
> physical properties					
References: *The evolution of high performance stainless steels, IMOA* http://www.imoa.info/Default.asp?Page=57#Stainless *Nickel Institute 11 021: High performance stainless steels* *http://www.nickelinstitute.org/index.cfm/ci_id/15786/la_id/1/ci_doc_id/3298/search_keyword/high%20performance/method/1.html*					
H2 Special Fabrication Requirements					
> cutting methods for heavy gauges					
> bend methods for heavy gauges					
> applicability of carbon steel heavy forming practices to stainless steels					
> machine capability for heavier gauges					
> bead & garnet blasting contamination from media and environment					
References: *IMOA: Practical guidelines for the fabrication of duplex stainless steels* *http://www.nickelinstitute.org/index.cfm/ci_id/15786/la_id/1/ci_doc_id/3333/search_keyword/fabrication/method/1.html*					
H3 Special Welding Requirements					
> welding methods for special grades					
> documented welding procedure					
> qualification of personnel / welder certification					
> weld testing					
> knowledge of standards					
References: *AS/NZS 1554.6:Structural steel welding - Welding stainless steels for structural purposes* *AS 1210: Pressure vessels* *AS 4041 Pressure piping* *ASME – 9*					

Heavy Industrial

KNOWLEDGE	N/A	Aware of	Want to learn more	Good knowledge	Qualified
H4 Traceability and Manufacturing Data Records					
> materials					
> fabrication procedures including welding					
> testing					
References: *ISO 9000 Series: Quality management systems*					
H5 Final Inspection and Testing					
> product specific testing					
> hydrostatic testing					
> electrical testing					
> test records					
References: *Nickel Institute 10085 Microbiologically influenced corrosion of stainless steels by water used for cooling and hydrostatic testing* http://www.nickelinstitute.org/index.cfm/ci_id/15786/la_id/1.htm?ci_id=15786&la_id=1&method=2&search_keyword=10085					
H6 Transport, Installation and Commissioning					
> product handling / lifting lugs					
> hydrostatic testing					
> galling issues					
References: *Nickel Institute 10085 Microbiologically influenced corrosion of stainless steels by water used for cooling and hydrostatic testing* http://www.nickelinstitute.org/index.cfm/ci_id/15786/la_id/1.htm?ci_id=15786&la_id=1&method=2&search_keyword=10085					
H7 Full knowledge of Local, State and Federal Government Codes					
> Occupational Health & Safety Regulations					
> Control of fume from cutting and welding					
References: *WTIA Fume minimisation guidelines* http://www.wtia.com.au/fmg.html *Stainless steel and welding fume* http://www.nickelinstitute.org/index.cfm?ci_id=229&la_id=1					

CODE OF ETHICS and PRACTICE FOR REGISTRANTS

Accredited businesses of the Stainless Steels Specialists Register must:

- Aspire to the highest level of business ethics, as generally expected by the business community.
- Aspire to the highest level of industry competence through continued education, and by sharing ideas and experiences with other SSSR accredited businesses.
- Be honest and thorough in all business dealings, including dealings with clients, client's customers, specifiers and others in the stainless steel industry.
- Undertake professional practice in a responsible, careful and diligent manner at all times and only in their relevant areas of expertise.
- Not disclose any confidential information acquired in the course of professional practice unless required to do so by law.
- Respect the privileges, rights and reputation of other accredited businesses of the Stainless Steel Specialists Register.
- Not engage in any activity constituting, or leading to, a conflict of interest.
- Treat all persons fairly and equally, regardless of race, religion, gender, disability, age or ethnicity.
- Only make public statements, express opinions or give evidence based on adequate knowledge. Accredited businesses shall adhere to truth in advertising standards.
- Strive to promote the ASSDA SSSR and its goals, as well as the stainless steel industry as a whole, through educational venues, public relations opportunities, and advertising media.
- Communicate non-confidential information relating to other accredited businesses violation of this code of ethics to the ASSDA Secretariat.
- Maintain appropriate levels of insurance cover throughout the full period of registration applicable in the particular State or Territory of practice.
- Enable a client or subcontractor to reach an informed opinion regarding its overall capacity in order to assess risk.
- Be able to demonstrate its ability to manage and deliver projects within the specified time.
- Establish and maintain effective systems to manage the risks to the health and safety of all personnel, arising from the nature of the work performed.
- Abide by and endeavour to secure the widest possible acceptance of this code of ethics and practice.

Part F – Directors Declaration

Please re-read your application carefully before signing this declaration. Return the entire application with the signed declaration.

I certify that the information provided in this application is true and correct to the best of my knowledge.

**I have read and accept the
CODE OF ETHICS and PRACTICE FOR REGISTRANTS
and will endeavour to ensure that it will be followed at all times.**

Signature: _____

Print Name: _____

Position Held: _____

Date: _____