

SPFA PCP Master Installer Field Exam

Roofing

Candidates Name: _____

Company Name: _____

Address : _____

SPFA Evaluator Name: _____

Date: _____ Time Started: _____ Time Finished: _____

Please answer yes (Y) No (N) or not applicable (N/A) to the following questions during the field examination.

1. Documentation (10%)		Yes	No	N/A
Scope : Candidates ability to respect personal health and safety guidelines.				
1	Did candidate identify and locate safety checklist for project?			
2	Did the candidate properly fill in a pre-construction meeting form?			
3	Did the candidate show the daily log?			
4	Did the candidate show Quality Control procedures/log			
5	Did the candidate show the Job Fact Sheet (recording all activities, weather conditions, materials used, amount of work completed, visitors, special circumstances?)			
6	Did candidate know where the MSDS sheets are located and explain what type of information is in each section?			
7	Did the candidate show the filter change out schedule/log?			
8	Did the candidate show where emergency numbers are posted?			
9	Did the candidate show the temperature range that is recommended for the product?			
10	Did the candidate demonstrate a tool box talk/safety briefing?			

2. Pre-Application (10% weighting)		Yes	No	N/A
Scope: Candidate's ability to verify substrate conditions are acceptable and safety procedures and equipment are being utilized.				
1	Did the candidate show where safety and warning signs are located at the jobsite?			
2	Did the candidate show that all heat producing devices and ventilation systems are disabled, sealed and protected from exposure to SPF and from accidental powering on during spray and ventilation periods?			
3	Did the candidate show locations of fire extinguishers, confirm inspection date is current, correct type and quantity?			
4	Did the candidate show the location of power sources and equipment that should be locked and tagged out, and demonstrate the proper lockout and tag out procedure for each?			
5	Did the candidate demonstrate how to properly set up both an extension and a step ladder?			
6	Did the candidate show areas on the project where fall protection will be required and demonstrate how to check each for safe setup and use?			
7	Did the candidate demonstrate that the substrate is properly prepared and is clean, dry and free of dust, loose scale or rust, oil or ice (indicate new or retrofit, and if wood, metal, concrete or masonry)?			
8	Did the candidate demonstrate proper masking procedures?			

3. Equipment/Rig (20% weighting)		Yes	No	N/A
Scope: Candidates ability to properly start-up, adjust, troubleshoot and service equipment in accordance with mfg. req.				
1	Did the candidate show the HMIS label on the container for the foam that will be used and explain what the instructions mean?			
2	Did the candidate show the lot number and/or expiration dates ?			
3	Did the candidate demonstrate how to rebuild the plural component spray gun?			
4	Did the candidate demonstrate how to check equipment and tools for operation or damage to verify that they are safe for use?			
5	Did the candidate demonstrate proper equipment start up procedures for the generator, compressor, air dryer, transfer pumps, proportioner, hoses and gun?			
6	Did the candidate demonstrate procedures for adjusting heat and pressure on the spray machine?			
7	Did the candidate explain to examiner the procedure to ensure a continuous supply of material to the machine, and point out the techniques used?			
8	Did the candidate show how to troubleshoot a pressure imbalance on the spray machine?			
9	Did the candidate show how to use equipment error codes to troubleshoot problems on the machine?			
10	Did the candidate show how to change the tip in a coating sprayer?			
11	Did the candidate demonstrate how to clean the coating sprayer after use?			

4. Application (55% weighting)

Yes	No	N/A
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Scope : Candidate's ability to demonstrate the proper PPE for spraying SPF, ability to spray specified thickness, and proper pattern/distance/mix.

1	Did the candidate demonstrate how to check the substrate temperature and record that information on the daily job log?			
2	Did the candidate demonstrate how to check the moisture level on/in the substrate?			
3	Did the candidate demonstrate the proper Respiratory PPE ?			
4	Did the candidate demonstrate the proper eye PPE ?			
5	Did the candidate demonstrate the location of the eye wash?			
6	Did the candidate demonstrate the proper hand PPE ?			
7	Did the candidate demonstrate the proper protective clothing PPE ?			
8	Did the candidate demonstrate the proper footwear PPE ?			
9	Did the candidate demonstrate how to spray a test pattern and describe how the test is used to verify proper mix and pattern?			
10	Did the candidate demonstrate spraying with the gun at the proper distance from substrate?			
11	Did the candidate demonstrate how to apply foam in a uniform manner and to a specified thickness plus/minus 1/4"?			
12	Did the candidate demonstrate how to use a probe to check depth and measure surface uniformity, and explain how to seal the resulting hole?			
13	Did the candidate demonstrate the ability to spray a pass no more than 1 1/2" or less than 1/2" in thickness?			
14	Did the candidate demonstrate how you conduct an inspection to ensure adhesion?			
15	Did the candidate demonstrate the proper PPE that should be used for the specific coating being installed?			
16	Did the candidate demonstrate the ability to spray a specified mil thickness over a given area?			
17	Did the candidate demonstrate they can spray coatings in straight lines and overlap in proper spray pattern?			
18	Did the candidate demonstrate the proper coating termination at details?			
19	Did the candidate demonstrate how to install granules, as applicable?			
20	Did the candidate demonstrate how to take and repair a core sample?			
21	Did the candidate demonstrate they know how to use an optical comparator to read dry film thickness?			
22	Did the candidate demonstrate how to take and repair a slit sample?			
23	Did the candidate demonstrate completing a roof sketch?			

5. Post Application (5% weighting)

Scope: Candidate's ability to properly shutdown equipment and jobsite.

1	Demonstrate how to wear proper PPE for trimming.			
2	Did the candidate demonstrate how to repair a less than 4" blister?			
3	Did the candidate demonstrate how to repair a more than 4" blister?			
4	Did the candidate demonstrate proper procedure for shut down to park the equipment ?			
5	Did the candidate demonstrate proper procedure for shut down of the heaters A-B and hose?			
6	Did the candidate demonstrate proper procedure for shut down of the air compressor ?			
7	Did the candidate demonstrate proper procedure for shut down of the main power ?			
8	Demonstrate proper procedure for end of job shut down procedures.			
9	Did the candidate demonstrate filling out a daily report including Batch #s, etc.?			
10	Is the candidate aware of his/her deficiencies ?			
11	Does the candidate have a plan of action to correct his/her Deficiencies ?			

COMMENTS:

Field Examiner Instructions:

I, _____ confirm that I have conducted the field examination as per the Field Examination Process developed by the SPFA PCP (as updated from time to time) and do not have conflict of interest with the candidate or have not provided private or individual training within the last 24 months.

SPFA PCP Field Examiner signature: _____

Date: _____

Please forward this form to :

SPFA PCP 1030 15th Street, NW, Suite 460, Washington, DC 20006

FAX: 866-242-5000