



# **SPF ACCREDITED SUPPLIER COMPANY CHECKLIST**

## **Step 1 - Complete & submit the following:**

\_\_\_\_\_ SPFA PCP Accredited Supplier Company Enrollment Order Form– F-222-043

## **Step 2 - Forms & Documentation - Complete & submit the following:**

\_\_\_\_\_ SPFA PCP Accredited Company Liaison Checklist Form - F-222-032

\_\_\_\_\_ SPFA PCP Company Accreditation Agreement– F-222-033

Code of Conduct to consist of the following elements:

\_\_\_\_\_ SFC Code of Conduct Document executed

**- OR -**

\_\_\_\_\_ Verification that a written manual exists which describes your Best Practices /  
Risk Management Program

\_\_\_\_\_ Confirmation that a third-party verification firm is used for quality assurance purposes

\_\_\_\_\_ Technical Data Sheets, SDS and Installation Instructions readily available to contractors

## **Step 3 - Personnel Requirements:**

\_\_\_\_\_ SPF Field Personnel (all must have completed CPI Health & Safety online course)

\_\_\_\_\_ Qualified Individuals

\_\_\_\_\_ Field Examiner – Minimum of 1 employed or contracted

\_\_\_\_\_ Written Examiner – Minimum of 2 employed or contracted

\_\_\_\_\_ Supplier Representative(s) must successfully complete the SPFA PCP Supplier  
Representative Certification

**PLEASE SUBMIT ALL DOCUMENTS TO:**

SPFA Professional Certification Program (PCP)  
1600 Boston-Providence Hwy  
Walpole, MA 02081

Fax: 1-866-956-5819 or e-mail: [admin@spfapcp.org](mailto:admin@spfapcp.org)

Questions, please call: 1-866-222-5000