



Partnership

Training

Excellence

Sustainability

Innovative

Accreditation

CONTENTS

About Us <ul style="list-style-type: none">• Glossary	
Review of Period <ul style="list-style-type: none">• Foreword• Membership• Applications• Lodgements• Quality Assurance• Finance	
The Future	
Who's Who	
Contacts	

About Us

In 2008 Heating & Ventilation Certification Associates Ltd started trading and took on the certification of energy assessors of Home Inspector Certification Ltd.

Home Inspector Certification Ltd had been granted approval by the Department of Communities and Local Government to a run scheme for energy assessors under the Energy Performance of Buildings.

While it's sister company Home Inspectors EU Ltd under took training for Home Inspectors and Domestic Energy Assessors.

When the demand for Home Inspectors dropped off it was decided that the certification and training would be transferred to Heating & Ventilation Certification Associates Ltd.

The company has also gone on to train assessors in non dwellings and Air conditioning and in July 2009 was award ISO 9001 accreditation.

The company is still a small scheme but thinks this makes us more personal organisation and our quick to response to our member's queries. At Heating & Ventilation Certification we believe in Partnership, Training, Excellence and sustainability and Innovative in our accreditation scheme.

When members join our scheme they get a government approved user-friendly web based software to lodge their jobs on. We also offer our members a separate web site where they log their own continues professional development as well giving them useful links to information to help them with the job.

GLOSSARY

DEA	Domestic Energy Assessor
NDEA	Non-Domestic Energy Assessor
ORA	Operational Ratings Assessor
OCDEA	On Construction Domestic Energy Assessor
AC	Air Conditioning
ACEA	Air Conditioning Energy Assessor
EPC	Energy Performance Certificate
SAP	Standard Assessment Procedure
RDSAP	Reduced Standard Assessment Procedure
DCLG	Department for Communities & Local Government
H&VCA Ltd	Heating & Ventilation Certification Associates Ltd
APEL	Approved Prior Experiential Learning
DEC	Display Energy Certificate
CPD	Continuing Professional Development

REVIEW OF PERIOD

Foreword

This is the third annual report of the Scheme that H&VCA Ltd have carried out for Communities and Local Government.

The following information represents an accurate record of the activities of the Accreditation Scheme as at 1st October 2010.

- **MEMBERSHIP**

H&VCA offer Membership in the following Scheme's DEA, OCEA, NDEA, ORA and ACEA. An individual can be a member of more than one strand.

There are two ways for assessor to be come accredited the qualification route or the APEL route. The APEL route is no longer available to DEA.

We currently have 114 DEA's on the scheme who have all gone through the qualification route to be accredited. We have no members who went through the APEL route. We have seen 21 new members join this strand while 29 didn't renew their membership.

We currently have 21 NDEA on the scheme with 21 of these accredited to carry out level 3 assessments with 18 of these able to carry out level 4 assessments. Qualification has been the most popular way to become accredited with 90% going through this route to be accredited. We have had 5 new assessors join this strand and 13 not renew their membership.

We currently have 7 ORA on the scheme with 43% of these becoming accredited through the qualification with APEL route being the most common route to be accredited on this scheme. We had two new ORA join the strand and one did not renew their membership.

We currently have 4 ACEA on the scheme with all of them taking the APEL route to become accredited. All our assessors are accredited to carry out assessments on both Level 3 and Level 4 AC systems. We had 3 new ACEA join this strand while one did not renew their membership.

We currently have no assessors on our OCEA scheme. We received no applications for this strand and no members left.

- **APPLICATIONS**

In the past year we have received 31 applicants and none of these were rejected. With 72 % of the applicants having joined the DEA scheme, while 17% joined our NDEA Scheme, 10% joined ACEA scheme and 6% joined the ORA scheme while we had no one apply to join the OCEA scheme.

We have received in total 235 applications to the scheme since the scheme started.

- **LODGEMENTS**

On the domestic scheme we have seen 13,876 EPC's lodged through the year. The mean of each assessor lodging was 110.4 and the median being 1 over the year.

On the Non domestic scheme we have seen 569 lodgements through the year. The mean of each assessor lodging was 26.6 and the median being 0 over the year.

On the ORA scheme we have seen 196 lodgements throughout the year. The mean of each assessor lodging was 28.5 and the median being 0 over the year.

On the ACEA Scheme we have had 63 AC reports lodged with the scheme this year. The mean of each assessor lodging was 21 and the median being 0 over the year.

On the OCEA scheme there was no reports lodged.

- **QUALITY ASSURANCE**

All our Quality Assurance procedures are in line with the requirements of DCLG. We employ a team of highly qualified Auditors and in turn their work is monitored by the Managing Director.

On the DEA strand we audited 305 which were over the required 2%. We found that 4 % had to be re lodged as the SAP points were greater than 5. There was 6% that we were unable to audit due to the member failing to supply the site notes. The member was then suspended till sent the notes in.

On the NDEA strand we audited 11 with 18 % we were unable to audit due to them not supplying the site notes. There was also 9% who failed due to not supplying enough data to audit the property.

On the ORA strand we audited 4 which all passed.

On the ACEA strand we audited 2 which passed.

- **FINANCE**

The accounts for this year are currently being produced. Please find below a Detailed trading profit and loss account and expenses schedule for the year ended 30 April 2009.

	££
Sales 101,790	101,790
Cost of sales	
Registration & certification costs 34,417	
Training costs 6,180	
Subcontract labour 14,211	
	54,808
	(54,808)
Gross profit 46,982	
Administrative expenses	
Wages and salaries 8,422	
Directors' remuneration 1,826	
Management expenses 30,000	
Insurance 2,738	
Printing, postage and stationery 1,979	
Advertising 1,144	
Accountancy 1,000	
Bank charges 16	
General expenses 18	
Depreciation on fixtures & equipment 277	
	47,420
Operating loss (438)	
Other income and expenses	
Interest receivable	
Bank deposit interest 394	
Net loss for the year (44)	

THE FUTURE

Looking forward to the coming year we expect to be able to offer training in Home Energy assessments. At the moment we are in process of seeking registration to be able to offer this course.

Also, we are well advanced in the setting up of training in the PV.

We will be looking into doing training for CPD for Energy Assessors in basic gas and cavity insulation as well as looking into doing more training for Air Conditioning Assessors.

WHO'S WHO

Paul E Bryan - Managing Director

Paul M Bryan - Director

Paul O'Byrne - Accounts, Accreditation and non Domestic Monitoring Administration.

Jill Turner - Administration and Domestic Monitoring Administration.

CONTACTS

The contact details for H&VCA Ltd are

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