

Preamble

FFETA is an association formed to bring together companies that share common goals in an environment conducive to values and principles by which we all can live in harmony. The association's goals aren't any different to good business practices that are established from the vast experience of our members. The emphasis of the association is based on transparency and leading the industry into the future. Our members need to be profitable and their customers, satisfied with all parties well informed about our industry.

The basic requirements to become a Corporate, Associate or Branch member of FFETA are that the applicants must submit proof of:

1. Being a separate legal entity registered in terms of the governing Companies Acts and Regulations
2. Public Liability Insurance to a minimum value of R1 million Rand
3. Defective Workmanship Insurance to a minimum value of R50,000 with policy details
4. Defective Product Liability Insurance to a minimum value of R 50,000
5. Tax Clearance Certificate annually to prove that the member is of good standing
6. Certificate of Good Standing with the Workmen's Compensation Commissioner
7. Current SANS 1475 permit (where applicable)
8. Registration of personnel with SAQCC Fire (where applicable)
9. Adhere to the FFETA Code of Conduct

Without all of the above, we regret your application cannot be forwarded to the committee for approval.

IN ADDITION:

All facilities management companies(those that out-source work)applying for membership MUST submit the following supportive documents with their application:

1. Sub-contractor must be a FFETA member
2. Subcontractor's agreement signed by both parties indicating scope of work and accreditations
3. Evidence of subcontractor's(s') SABS approval, SAQCC registered competent persons, SANAS accreditation or any other accreditation as relevant.

Should such facilities management company make use of another sub-contractor or if the approval or accreditation status of its subcontractor change at any time, it is the responsibility of the facilities management company to inform FFETA and submit supportive documentation otherwise membership can be withdrawn.

PLEASE SEE ATTACHED FORM WITH DETAILS AS TO THE SERVICES YOUR COMPANY PROVIDES. THIS MUST BE COMPLETED AND RETURNED WITH YOUR APPLICATION PLEASE.

May we publish the contents of the Application Form on the FFETA Website : Yes No (circle as applicable)

If not, please provide details :
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Declaration

I, the undersigned (full name).....
duly authorized by the company to do so, hereby state that all information herein is correct and we undertake to notify FFETA within 21 days should any details change during our tenure as a member. I have read, understood and agree to abide by the association's code of conduct, it's constitution and rules in their entirety. Throughout this tenure, I shall keep abreast of changes and ensure that all personnel within the employ of the Applicant Company will honour and respect my obligation to conform with this declaration.

Signature

Title

Date

Name of Witness

Signature

Date

Benefits to Members and Customers Alike

Founded in 1973 it has shown endurance and a place at the table to negotiate with the Chief Inspector, Department of Labour to make representations on behalf of the industry on matter of legislation, the South African Bureau of Standards with respect to creation and constant uplifting of National Standards in line with current technologies and new developments, the Department of Education through their SAQA and NQF structures, the SAQCC (Fire) to ensure that registration is realistic to industry requirements and that they are correctly aligned to the skill requirements of industry to deliver the competent persons needed by our members.

With a structured website, we allow customers to select the company that best suits their needs. For too long the customer has been subjected to disinformation and it has become critically important for them to know that they're buying into a transparent association that has absolutely nothing to hide. As the association has nothing to hide, so too its members are available for scrutiny from the customer, fellow members and others looking in.

The customer will be encouraged to compliment, complain and make suggestions about their experiences with our members through the website. These will be treated as confidential and will be seen only by committee and the member concerned. Members are therefore urged to uphold the reputation of the association and understand that the committee will take a firm stance against members who bring the association and its fellow members into disrepute. The committee will not entertain complaints of a commercial nature but will definitely consider matters that are potentially at odds with the association's code of conduct, its constitution and rules in their entirety.

The committee members and the administration personnel in the employment of FFETA have entered into a confidentiality agreement with this association and know that they may not discuss or reveal information that has come to their attention in the course of serving on the committee. Equally, they may not use their office within the association to solicit business.

In adopting a defined stance the committee is satisfied that the customer knows that their best interests are served at all times. By the same token, the member is assured of representation from the committee in matters of disputes where the member hasn't deviated from industry standards or isn't at odds with the association. This could include matters under investigation by the SAQCC (Fire), the Department of Labour, the SABS, the Insurance Industry and the Courts. This is particularly important where losses are significant and the customer can show that the member has made recommendations with the results not coinciding with expectations.

It is also understood that the customer may endeavour to avoid the expenses of a Fire Consultant / Engineer and coerce contractors into undertaking to perform this work on the promise of business. Where such coercion exists and the association is made aware of the event in advance of the event, the committee will stand behind the member

FFETA is always available to the customer as a source of information and guidance. It can't interfere on matters of a commercial nature and will not recommend one member ahead of another. It will further avoid adjudicating quotes or promises made by members that are greater than those published on the www.ffeta.co.za website. The association has a solemn undertaking from each member to adhere to the association's code of conduct, its constitution and rules in their entirety and will not hesitate to take punitive actions against any member where the customer has shown this to be the case.

Through the website, guidance on how to select and appoint contractors will be made available. With the vast years of experience held by our members the website will feature advice on how to select and appoint suppliers and contractors. From this same pool of experience, the association has the means to establish working groups to enquire into events that have come into question and from where to source expert opinion should the matter be of such severity.

**** FFETA is the Catalyst to Good Business Practices ****

	Description	Manufacturer / Importer	Supplier / Service Provider	Designer	Installer / service provider	Refilling	Maintenance by SAQCC personnel	Hydrostatic pressure testing	Facilities Management Company (company that outsources work)
Portable fire fighting equipment	SABS approved portable fire extinguishers.								
	SABS approved hose reels.								
	SABS approved hydrants.								
	Safety and symbolic signs.								
	Extinguisher and hose reel cabinets.								
	Lay flat hydrant hoses.								
	Specialised Fire Fittings, branch pipes, nozzles, etc.								
	SANAS accredited test station								
Other products & services	Fire Fighting Foam Products.								
	B.A Sets.								
	Fire Risk Surveys.								
	Fire Protection Clothing.								
	First - aid kits and other medical accessories.								
	Fire Tenders.								
	Rescue Equipment.								
Fire detection and alarm systems & equipment	Fire detection systems – Advanced Electronics equipment.								
	Fire detection systems – Aritech equipment.								
	Fire detection systems – Bosch equipment.								
	Fire detection systems – Edwards equipment.								
	Fire detection systems – SecuriFire equipment.								
	Fire detection systems – Technoswitch equipment.								
	Fire detection systems – Ziton equipment.								
	Fire detection systems – GST equipment.								
	Integrated fire detection, evacuation and fire telephone systems.								
	Fire detection systems with point detectors & MCPs.								
	Fire detection systems with beam detectors.								
	Fire detection systems with OSID detectors.								
	Fire detection systems linear heat detection.								
	Fire detection systems with flame detectors.								
	Aspiration smoke systems – Securiton equipment.								
	Aspiration smoke systems – VESDA equipment.								
	Aspiration smoke systems – AirSense equipment.								
	Aspiration smoke systems – Bosch equipment.								
	Aspiration smoke systems – Wagner equipment.								
	Audible and visual alarm systems with sirens, bells & strobes.								
Public annunciation and voice evacuation systems.									
Flammable, Non-toxic & Toxic Gas Detection.									

	Description	Manufacturer / Importer	Supplier / Service Provider	Designer	Installer / service provider	Refilling	Maintenance by SAQCC personnel	Hydrostatic pressure testing	Facilities Management Company (company that outsources work)
Fire suppression systems & equipment	Fire suppression systems with Novec 1230.								
	Fire suppression systems with HFC 125								
	Fire suppression systems with HFC 227ea (FM200)								
	Fire suppression systems with IG55 (Argonite or Pyroshield)								
	Fire suppression systems with IG 541 (Inergen)								
	CO ₂ Systems (Automatic; manual; special risks).								
	Reduced oxygen fire suppression systems.								
	Vehicle fire suppression systems.								
	Room integrity testing.								
	Kitchen canopy fire suppression systems with Class F foam.								
Water and foam bases systems	Hose reel & hydrant systems complete with water mains installations.								
	Water mist systems – automatic and deluge systems.								
	Sprinkler systems for all risk environments								
	Bulk water storage tanks.								
	Foam inlet for flammable stores.								
	Foam bund protection systems.								
	Medium and high expansion foam systems.								
	Specialised spray systems e.g. LPG tanker bays.								
	Helicopter landing areas - land and marine applications.								
Pumps	Fire pumps – fixed fire suppression pumps -diesel and electrical.								
	Fire pumps – jockey pumps.								
	Fire pumps – floating & portable pumps.								
	Fire pumps – bakkie pumps.								
	Fire pumps – pump and pressure tank systems for high rise buildings.								
Passive fire protection	Fire stopping of penetration & openings with intumescent materials.								
	Protection of structural elements – pillars and beams.								
	Fire rated dampers, metal fire curtains and low leakage dampers.								
	Fire curtains.								
	Fire rated doors - hinged and/or sliding doors.								
	Fire rated doors - steel roller shutter doors.								
	Roof smoke vents and stair well pressurisation systems.								
	Stair well pressurisation systems.								
Non fire related services provided by	Intrusion detection systems.								
	Enterprise level security systems (multiple site and buildings).								
	Access control systems.								
	CCTV cameras, recorders & monitoring systems.								
	Physical barriers - turnstiles, booths & gates.								
	Intercom systems.								
	Building management systems.								
	Integration of fire, security, BMS, CCTV and access control systems.								
	Safety clothing.								
	Other - specify								
Other - specify									

FFETA CODE OF CONDUCT

Preface

FFETA promotes high standards in equipment, workmanship, maintenance and service to the public – and ethical conduct within the industry. We also take the responsibility of eradicating any harmful business practices that might affect the industry.

Context

FFETA Code of Conduct outline the essential principles required to successfully maintain professional integrity and quality within the industry. The Code of Conduct has been drafted in order to establish a key foundation in an industry that is growing bigger as the country continues to development.

- Members hold the responsibility of Analyzing their own ethical rules and guidelines to ensure compliance.
- Each member is responsible for employee compliancy.
- Each member is required to be informed about development and changes in the industry.
- Participation in meetings and related activities is advised.

The Purpose of this code of conduct is to protect integrity and reputation.

Code of Conduct

Honest and Ethical Conduct:

All members of FFETA must act in accordance with the highest professional standards: exhibiting professional integrity, honesty and ethical conduct.

Safeguard the reputation of the industry and Association, and avoid illegal trade practices.

Fair Dealing:

Each member should deal fairly with customers, suppliers and competitors. Members should refrain from taking unfair advantage of any individual.

- Strive for professional excellence.
 - Keep up to date on emerging issues and potential problems.
 - Keep up with legislative developments.

Compliance with Laws, Rules, and Regulations:

All Members shall comply with all applicable laws, rules, and regulations i.e. conforming to SABS requirements: acquire the relevant certificates from regulatory bodies, such as FFETA, as proof of competency and qualification.

- Each Member must respect the law, rules and regulations.
 - Understand and apply legislation.
 - Work to improve and change laws and policies.
 - Prevent all forms of corruption or illegal activities.
 - Respect and protect the client.

Compliance with Code of Conduct:

Compliance of the applicable laws, rules or regulations or this Code of conduct is mandatory, as it determines the integrity and reliability of the industry as a whole.

- Members must take responsibility for their own errors.
 - Be accountable.
 - Be responsible.
 - Be transparent.

Violations of this Code of Conduct will result in disciplinary action