

PLUMBING INDUSTRY GRADING & REGISTRATION SCHEME DEFINITIONS AND CONDITIONS

The Scottish & Northern Ireland Joint Industry Board (here in after referred to as the JIB) operates a Grading and Registration Scheme for plumbing operatives and apprentices. Possession of a current JIB grading and Registration Card indicates that the industry required level of competence has been reached. It is also a requirement that all operatives employed with a Licensed Plumbing Business registered with the Plumbing Industry Licensing Scheme hold a Registration card. The Board is affiliated to the Construction Skills Certification Scheme (CSCS) and now issues JIB/CSCS grading and Registration Cards which, in addition to the normal grading criteria requires individuals to successfully pass an Industry approved Health & Safety Test.

I. GRADING DEFINITIONS - PLUMBING OPERATIVES

(a) To be registered as a **Plumber**, an operative must have:

- 1 been a registered apprentice for at least four years (or have been an adult apprentice for 3 years prior to 1st January 2008).
- 2 obtained one of the following:
 - the Modern Apprenticeship in Plumbing (which includes foundation modules, the SVQ Level 3 in MES Plumbing and ACS Gas elements; or
 - the required number of modules of the SCOTVEC/JIB National Certificate in Plumbing at Stage 1 and Stage 2; or
 - the City and Guilds of London Institute Craft Course Certificate in Plumbing; or
 - such other qualification(s) as laid down from time to time by the JIB

And, must have carried out the related work experience element of their apprenticeship satisfactorily.

- 3 be able to carry out all plumbing installation and maintenance work to the standard and at the speed to be reasonably expected from a journeyman Plumber with the minimum of supervision.

(b) To be registered as an **Advanced Plumber**, an operative must have:

- 1 been a registered apprentice for at least four years (or have been an adult apprentice for 3 years prior to 1st January 2008).
- 2 had at least two years experience working as a Plumber.
- 3 obtained one of the following:
 - the Modern Apprenticeship in Plumbing (which includes foundation modules, the SVQ Level 3 in MES Plumbing and ACS Gas elements; or
 - the Craft Certificate in Plumbing and any two of the three welding certificates in the Advanced Craft Course Certificate (Construction Services Welding); or

- the required number of modules of the SCOTVEC/JIB National Certificate in Advanced Plumbing at Stage 3; or
- the City and Guilds of London Institute Advanced Craft Certificate in Plumbing or the Craft Certificate in Plumbing; or
- such other qualification(s) as laid down from time to time by the JIB.

And, must have carried out the related work experience element of their apprenticeship satisfactorily.

- 4 must possess particular practical and productive skills and be able to work without supervision in the most efficient and economical manner and must be able to set out jobs from drawings and specifications and requisition the necessary installation materials and/or have technical and supervisory knowledge and skill beyond that expected of a Plumber.
- 5 may not have obtained the qualifications or modules specified in (3) but has had at least 5 years experience working as a Plumber and is deemed competent in accordance with this section (b), in which event he may be granted this grade by the JIB.

(c) To be registered as a **Technician Plumber**, an operative must have:

- 1 been a registered apprentice for at least four years (or have been an adult apprentice for 3 years prior to 1st January 2008).
- 2 obtained one of the following:
 - the Modern Apprenticeship in Plumbing (which includes foundation modules, the SVQ Level 3 in MES Plumbing and ACS Gas elements); or
 - the required number of modules of the SCOTVEC/JIB National Certificate in Technician Plumbing at Stage 4; or
 - the Plumbing Technician's Course Certificate; or
 - the Scottish Technical Education Council Certificate in Building Services (Plumbing); or
 - the Technician Education Council Certificate in Building Services (Plumbing); or
 - the City and Guilds of London Institute Plumbing Design and Quantities Course Certificate; or
 - such other qualification(s) as laid down from time to time by the JIB.

And must have carried out the related work experience element of their apprenticeship satisfactorily.

- 3 must have exceptional technical skill, ability and experience beyond that expected of an Advanced Plumber and be able to lay out and prepare contract work in accordance with Building Regulations, Water Byelaws/Regulations, take off quantities and measure work, assess labour Requirements and control and supervise all manner of plumbing installations in the most economic and effective way and achieve a high level of productivity. and, either;
- 4 must have had at least five years experience as an Advanced Plumber with a

minimum of three years in a supervisory capacity in charge of plumbing installations of such a complexity and size as to require wide technical experience and organisational ability; or

- 5 may not have the full experience as required in (3), but is otherwise deemed competent in accordance with (1), (2) and (3) and his present employer wishes to have him graded as a Technician, in which event he may be granted this grade by the JIB.

2. GRADING DEFINITIONS – DOMESTIC HEATING FITTERS

(a) To be registered as a **Domestic Heating Fitter**, an operative must have:

- 1 been an apprentice for at least four years (or have been an adult apprentice for 3 years prior to 1st January 2008).
- 2 obtained one of the following:
 - the City and Guilds of London Institute Craft Course Certificates (Heating and Ventilating Fittings) and (Domestic Heating); or
 - must be able to carry out all domestic heating installations and maintenance work to the standard and speed to be reasonable expected from a Fitter with the minimum of supervision; or
 - such other qualification(s) as laid down from time to time by the JIB.

And, must have carried out the related work experience element of their apprenticeship satisfactorily

(b) To be registered as an **Advanced Domestic Heating Fitter**, an operative must have:

- 1 been a registered apprentice for at least four years (or have been an adult apprentice for 3 years prior to 1st January 2008).
- 2 had at least two years experience working as a Fitter.
- 3 obtained one of the following:
 - the City and Guilds of London Institute Advanced Craft Certificate (Heating and Ventilating Fitting); or
 - the Craft Certificate and any two of the three welding certificates in the Advanced Craft Course Certificate (Construction Services Welding); or
 - such other qualification(s) as laid down from time to time by the JIB.

And, must have carried out the related work experience element of their apprenticeship satisfactorily.

- 4 must possess particular practical and productive skills and be able to work without supervision in the most efficient and economical manner and must be able to set out jobs from drawings and specifications and requisition the necessary installation materials and/or have technical and supervisory knowledge and skill beyond that expected of a domestic Heating Fitter.
- 5 may not have obtained the technical certificates specified in (3) but has had at least 5 years experience working as a Domestic Heating Fitter and is otherwise qualified in accordance with this Section (b), in which event he may be granted this grade by the JIB.

3. GRADING DEFINITIONS – GAS SERVICE OPERATIVES

(a) To be registered as a **Gas Service Fitter**, an operative must have:

- 1 been a registered apprentice for at least four years (or have been an adult apprentice for 3 years prior to 1st January 2008).
- 2 obtained one of the following:
 - the City and Guilds of London Institute 5981 Certificate in Gas Installation studies, or;
 - such other qualifications as laid down from time to time by the JIB.

And, must have carried out the related work experience element of their apprenticeship satisfactorily

- 3 must be able to carry out all domestic gas installation, service and maintenance work to the standard and speed to be reasonably expected from a Gas Service Fitter with the minimum of supervision.

(b) To be registered as a **Gas Service Engineer** an operative must have:

- 1 been a registered apprentice for at least four years (or have been an adult apprentice for 3 years prior to 1st January 2008).
- 2 had at least two years experience working as a Gas Service Fitter
- 3 obtained one of the following:
 - the City and Guilds of London Institute 5981 Certificate in Gas Installation Studies and the 5982 Certificate in Gas Equipment Fault Diagnosis and Rectification or such other qualification, or
 - Such other qualifications as laid down from time to time by the JIB

And, must have carried out the related work experience element of their apprenticeship satisfactorily.

- 4 posses particular practical and productive skills and be able to work without supervision in the most efficient and economical manner and must be able to

set out jobs from drawings and specifications and requisition the necessary installation materials and/or have technical and supervisory knowledge and skill beyond that expected of a gas service Fitter.

- 5 may not have obtained the City and Guilds of London Institute 5982 Certificate specified in (3) but has had at least 5 years experience working as a Gas Service Fitter and is otherwise qualified in accordance with this section (b) in which event he may be granted this grade by the JIB.

(c) To be registered as a **Gas Service Technician**, an operative must have:

- 1 been a registered apprentice for at least four years (or have been an adult apprentice for 3 years prior to 1st January 2008).
- 2 had at least two years experience working as a Gas Service Fitter.
- 3 obtained the following:
 - the SCOTVEC Gas Servicing Technicians Course; or
 - such other qualifications as laid down from time to time by the JIB.

And, must have carried out the related work experience element of their apprenticeship satisfactorily

- 4 have exceptional technical skill, ability and experience beyond that expected of a Gas Service Engineer and be able to lay out and prepare contract work in accordance with the Building Regulations and Gas Regulations, take off quantities and measure work, assess labour requirements and control and supervise all manner of gas installations in the most economic and effective way and achieve a high level of productivity

and, either

- must have had at least five years experience as a Gas Service Engineer with a minimum of three years in a supervisory capacity in charge of gas installations of such a complexity and size as to require wide technical experience and organisational ability.

or

- may not have the full experience as required in (iv) but is otherwise deemed competent in accordance with (i), (ii) and (iii) and his present employer wishes to have him graded as a Technician in which event he may be granted this grade by the JIB.

4. GRADING EXCEPTIONS

The JIB is permitted to consider exceptions from Grading requirements in exceptional cases.

5. CONDITIONS OF GRADING

Each employer will, as a condition of having his operatives graded/registered by the JIB, be required to sign an undertaking, to:

- (a) accept the jurisdiction of the JIB and its industrial relations and grading procedures.
- (b) employ only craftsmen graded by the JIB.
- (c) pay only the rates of wages and apply only the conditions of employment laid down by the JIB, and not to pay any other rates or bonuses, nor operate bonus schemes other than those approved by the JIB, nor pay for overtime which is not actually worked, nor employ operatives on a labour-only sub-contracting basis other than in accordance with the Code of Good Practice: Temporary Use of Labour-Only Sub-Contractors (Self Employed Plumbing Operatives) Rule 26 of the Working Rules.
- (d) operate for all operatives and registered apprentices the Holidays with Pay, Sick Pay and Industry Pension Schemes laid down by the JIB.
- (e) undertake, if eligible, to be a member of SNIPEF if not already a member.

The firm will then be registered as an Employer participant under the JIB. An Employer not eligible for membership of the SNIPEF such as a local authority, hospital board or a firm of manufacturers with its own directly employed plumbers, domestic heating fitters or gas service fitters shall be registered as an affiliated employer participant of the JIB on payment to the JIB of such annual subscription as the JIB shall lay down.

Each operative will as a condition of being graded be required:

- (a) to accept the jurisdiction of the JIB and its industrial relations and grading procedures.
- (b) to work only for the rates of wages and under the conditions of employment laid down by the JIB and not for any other rates or under any other system of payment such as a bonus scheme not approved by the JIB or the "grip" system or on a labour-only sub-contracting basis other than in accordance with the Code of Good Practice Temporary Use of Labour-Only Sub-Contractors (Self Employed Operatives) Rule 26 of the Working Rules.
- (c) not to work on his own account.
- (d) to undertake to be a member of Unite the Union, if not already a member.

The following further conditions will apply:

- (a) an operative leaving the employment of a firm registered under the JIB shall carry his grading with him to a new employer registered under the JIB and be paid accordingly. This is an important principle of the grading system and is acknowledged by both sides of the Industry as such, but if a Technician has difficulty in finding employment at his grade, which should only occur in the exceptional case, he may apply to the JIB to have his grade altered to a lower grade.
- (b) when engaging an operative it shall be obligatory on the employer in the interests of both parties to require the operative to produce a JIB grade card, to ascertain from him the name of his previous employer, and if necessary check with the JIB so that the operative is paid the rate applicable to his grade. If an operative does not have a grade card the firm should take immediate steps to have him graded with the JIB and in the meantime employ him at the rate applicable to a Plumber, Domestic Heating Fitter or Gas Service Fitter.
- (c) an operative who carries out work on his own account whilst in employment shall be subject to penalty as determined by the JIB in accordance with the requirements of the Working Rules.

6. RIGHT OF APPEAL/APEALS PROCEDURE

The holder of a valid JIB grade registration card has the right of appeal to the JIB either against his grading or in respect of his wish to be re-graded. An operative who wishes to appeal against his grade must comply with the undernoted 2-stage procedure.

Stage 1

Where an operative is dissatisfied with his grade or wishes re-graded and the employer has declined to support his grading or upgrading he must first appeal to the employer to reconsider his decision. The employer must reconsider the operative's grade. Where the employer is unable to support the operative's request for grading or upgrading the employer must give the operative the reasons for not supporting the grading or upgrading. Where the employer after reconsidering the matter is able to support the operative's request for grading or upgrading the employer must then immediately apply to the JIB to have the operative graded at the appropriate grade.

Stage 2

Where the matter cannot be resolved under Stage 1 of the appeals procedure the operative may apply in writing to the "Grading Committee" of the JIB. A standard application form is available from the JIB for this purpose. Operatives must fully complete the Standard Appeals Application Form giving as much background information as possible so that the Grading Committee has all the necessary relevant information to consider the appeal and come to a decision. Operatives may wish to seek the assistance of their Unite the Union official or other similar agent in the preparation of their appeal to the Grading Committee.

The JIB on receipt of an application for grading from an operative under the appeals procedure will issue to the operative's employer a standard reply form for completion and return to the JIB. This will form the basis of the employer's submission and the completed form should be accompanied by any appropriate supporting documentation.

Grading Committee

The Grading Committee will meet from time to time as required to consider appeals from operatives for grading under the appeals procedure outlined above. The Grading Committee will comprise both employer and Union JIB members. The Committee will only consider written representations and the decision of the Committee is final. The decision of the Committee will be intimated to the operative and employer in writing.

7. RESPONSIBILITY MONEY FOR ADVANCED PLUMBERS, ADVANCED DOMESTIC HEATING FITTERS AND GAS SERVICE ENGINEERS

Advanced Plumbers, Advanced Domestic Heating Fitters and Gas Service Engineers while undertaking the supervision of other journeymen shall be paid "Responsibility" money as laid down from time to time by the JIB for the period during which they are required to carry out this function. "Responsibility money" is not granted for the supervision of apprentices.

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