

10

STEPS TO CERTIFICATION

Our process for PAS 2030 certification is streamlined and we support our clients through their journey.



1.



Complete our [online application](#) providing information on which measures you will be installing, your company information, current compliance to the standard and sign our terms and conditions. Our team will help you through this.

2.



You will be issued a quotation for you to review. If you want to progress, simply accept the quotation.

3.



An invoice will be issued and once payment is made you will start the assessment process.

4.



You will need a quality management system with all of your paperwork, processes and procedures in place. These need to meet the PAS 2030 standard. If you don't have this in place, a templated system can be provided to start you off.

5.



A "Head Office" assessment date will be booked in with an assessor to go through your processes, procedures and to gain an indication of your understanding of the standard.

6.



A "Technical Inspection" is scheduled so that our assessor can inspect installation(s) for each measure. You will need to submit the paperwork (including Retrofit Design) relevant to each installation at least 5 working days before the inspection.

7.



You will receive a report from our Auditing Program System. Any non conformances that are found during stages 5 and 6 will need to be addressed within 21 days of assessment.

8.



Once any non conformances have been closed out, the report will be issued to our verifier and decision maker to quality check and ensure all requirements have been met before certificate is issued.

9.



Your PAS 2030 certificate will be issued and your organisation information will be added/updated on TrustMark and The Green Deal Orb so that you are eligible to install under the various funding schemes.

10.



Between 1-10% of your installations per year will need to be inspected to retain certification. Following initial certification, you will be required to submit a log of all installs carried out in the previous month. From this we calculate the number of surveillance inspections needed and select a sample to inspect.