Waterproofing Design Specialist Membership Criteria

Membership Criteria and Application Process

All applicants must either be a member of the Property Care Association (PCA) individually or be employed by an existing member of the PCA to make an application as a Waterproofing Design Specialist.

All eligible applicants are to submit a package of documents that will include:

1. A completed application form.
2. Current CV that lists all relevant training and experience.
3. Two diagnostic reports with detailed specifications that have been created by the applicant and demonstrate a full understanding of all types of Waterproofing (Types A, B and C).
4. Documentary evidence that adequate Professional Indemnity Insurance is in place.
5. Certificated Surveyor in Structural Waterproofing (CSSW) certificate.
6. Evidence of attainment of any other relevant academic or industry qualification.
7. Evidence of site experience (min. 5 years).

The applicant must satisfy the PCA Applications Manager that they have attained a level of professional competence by providing evidence of one or more of the following:

1) Attaining CSSW qualification
2) Other relevant academic qualification, and/or
3) Evidence of competence, skills and minimum 5 years site experience

These documents will be then be reviewed by the PCA Technical Manager to ensure that the applicant can demonstrate adequate levels of skill, knowledge and experience. The Technical Manager will consider the applicant's ability in the following areas:

- Understand all aspects of BS8102- 2009
- Building construction and waterproofing techniques
- Diagnostic investigation and problem solving
- Report writing
- Diagram drawing and details
- Specification detail
- Knowledge of the products and techniques commonly used in waterproofing

The applicant will also be required to undertake a 30 minute interview with the WDS expert panel. The panel will consist of two members of the PCA Waterproofing Steering Group and the Technical Manager. The interview will be conducted by telephone conference call or where pre-agreed by face-to-face or online video conference. The panel will be required to assess the applicant's knowledge, suitability and experience during the course of the interview. Where the applicant has not attained the CSSW qualification but is relying on the review of other qualifications and their experience this will also be assessed by the interview panel.

As all individuals that are listed on the register will be members of the PCA or employed by a member of the PCA, applications will be managed by the PCA executive with support from the Waterproofing Steering Group of the Association.

If the application is approved, the applicant will be informed by post or email and the individual will be placed on the register. The register will be published on the appropriate pages of the PCA website.

If the application is NOT successful, the applicant will be notified by post or email of the reason(s) for this and provided with suggested areas of further learning. A further application can be submitted after 6 months.

Continuous Professional Development (CPD)
All Waterproofing Design Specialists must adhere to the PCA Continuous Professional Development (CPD) scheme and agree to collect a minimum of 25 eligible CPD points annually. A CPD self-certification form is requested and audited annually by the PCA executive.

Insurance
All Waterproofing Design Specialists must be covered by Professional Indemnity Insurance. The Waterproofing Design Specialist must provide evidence of this cover to the PCA executive annually.

Code of Ethics/ Codes of Practice Performance Standards
All members will be required to acknowledge and uphold the Association's Code of Ethics and all relevant standards that relate to the conduct and behaviour of members.

Non-member applications to the register
When an individual proposes to make an application as a PCA Waterproofing Design Specialist BUT is not a member of the PCA or employed by a PCA member, they will be required to become a member through the normal channels before they can be registered on the Waterproofing Design Register.

If a Waterproofing Design Specialist leaves the employment of a PCA member to become an Independent Surveyor they must make an Application for Independent Surveyor membership of the Property Care Association as set out in the Articles of Association.

If a Waterproofing Design Specialist leaves the employment of a PCA member and is employed by a non-member they will be excluded from the Register. If the individual subsequently is re-employed by a PCA member they will be required to re-submit an application form to the PCA Applications Manager for review.