



HETAS Training & Registration Brochure



- WORKING TOGETHER FOR A CLEANER, SAFER ENVIRONMENT -

ABOUT US

Working together for a cleaner, safer environment.

OUR VALUES

Integrity - we do what's right

Committed - we're driven to add value

Communication - we work together in a positive manner

Innovation - we stand for continuous improvement

Accountability - we empower each other to take ownership

WHY HETAS?

We are pleased that you are choosing to train and become registered with HETAS and want to support your business in being successful. A quick overview of the benefits you will get with your registration.

- Use of the recognised HETAS brand and scheme logo
- A listing on the HETAS website, with your own dedicated business profile page listing your contact details and competences to over 100,000 consumers each year
- Access to the HETAS Shop, which has a range of equipment, branded clothing, promotional material and advice leaflets
- Self-certification of installations for Registered Installers, saving you time and money
- Support from the Technical Helpline
- Access to a range of technical and support documents in the soon to be revamped HETAS Technical Hub, in addition to regular newsletters with the latest industry updates
- Use of Prompt Payer and their ethical debt recovery services, van assist programme and 24-7 GP services
- Savings through the HETAS Discount Marketplace, with savings available on travel, tech, motoring and much more
- Access to industry-specific insurance through Rhino Trade Insurance

hetas.co.uk

NATIONWIDE TRAINING CENTRES

Flexible courses offered through a network of our Approved Training Centres spanning the UK.

To view all courses and find contact details for your chosen Training Centre visit:

www.hetas.co.uk/trade/training

OUR COURSES

- Introduction to Solid Fuel - H001/H001+
- Online Retailer Module/Retailer Course - Retailer Course
- Solid Fuel Regulations & Standards - H002
- Dry Appliance Installer/Defined Scope (DS) - H003 and H003DS
- Wet Appliance Installer - H004
- Biomass Appliance Installer - H005
- System Chimneys - H006
- Dry Pellet Appliance Installer - H008
- Service & Maintenance - H009
- Sweeping Module - online module - H009S
- Installation in Small Craft - H010
- Sweeping Course - H011
- Renew your competencies every 5 years - Refresher

OUR SCHEMES

- Competent Person Scheme
- Retailer Scheme
- Sweep & Service
- Approved Biomass Maintenance
- Cleaner Choice and Product Approval
- Microgeneration Certification Scheme (MCS)

ADMINISTERED SCHEMES

- Ready to Burn

schemes@hetas.co.uk

Introduction to Solid Fuel - H001 & H001(+)

Suitable for: Anyone interested in solid fuel, wood & biomass technology. If you have no previous experience in the solid fuel sector this is a good place to start.

COURSE CONTENT

- Types of solid fuels and the factors affecting fuel selection
- Fuel preparation, seasoning and storage
- Appliance types and operating principles
- Principles of safe combustion of solid fuels
- Industry rules, regulations and standards
- Identify and respond to unsafe situations

Assessment Method: Theory.

Course Length: 1 day.

Course Outcome: HETAS Statement of Results.

Prerequisites: Candidates require no previous knowledge or experience.

Next steps: Successful candidates can progress on to other HETAS courses where appropriate pre-requisites are met.

NB: the H001+ comprises of the following courses; H001, H003DS & H006.



Image courtesy of Carron Stoves

Online Retailer Module / Retailer Course

Suitable for: Retail showroom staff. HETAS Registrants wishing to refresh or update their knowledge can also sit the online course.

COURSE CONTENT

- Types of solid fuels and the factors affecting fuel selection
- Fuel preparation, seasoning & storage requirements
- Appliance selection and operation
- Principles of safe combustion of solid fuels
- Industry rules, regulations & standards
- The role of HETAS and its Competent Person Scheme
- Chimneys, flues & terminals
- Air supply & ventilation
- Regional variation of Building Regulations

Assessment Method: The online module uses theory. The training centre based module uses theory & interactive group activities.

Course Length: The online course is designed to be taken at your own pace. The training centre course will be approximately 1 day.

Course Outcome: HETAS Statement of Results.

Prerequisites: Candidates require no previous knowledge or experience for the online course; for the training centre based course they must have some experience in the solid fuel industry such as an appliance or fuel showroom.

Next steps: Joining the HETAS Retailer Scheme.

Solid Fuel Regulations & Standards - H002

Suitable for: Surveyors, specifiers, building control officers, architects and anyone in the industry who gives advice but does not carry out installations.

COURSE CONTENT

- Solid fuel and factors affecting fuel selection
- Fuel preparation, seasoning & storage
- Appliance types and operating principles
- Safe combustion of solid fuels, air supply & ventilation
- Industry rules, regulations & standards; regional variations
- Identifying & responding to unsafe situations
- Chimneys, flues & terminals

Assessment Method: Theory, interactive group activities.

Course Length: 2 days.

Course Outcome: HETAS Statement of Results.

Prerequisites: Experience in the solid fuel industry or a construction-related profession.

Next steps: Successful candidates can progress on to other HETAS courses if appropriate pre-requisites are met.

Dry Appliance Installer - H003 & H003DS

Suitable for: Candidates with relevant experience in the construction industry, including allied trades such as plumbing and heating installers.

COURSE CONTENT

- Solid fuel and factors affecting fuel selection
- Fuel preparation, seasoning & storage
- Appliance types and operating principles
- Safe combustion of solid fuels
- Industry rules, regulations & standards
- Identifying & responding to unsafe situations
- Chimneys, flues & terminals
- Air supply & ventilation
- Installation of hearths & fireplaces
- Commissioning & handover of dry appliances
- Identification of faults & the correct use of terminals
- Service & Maintenance of dry solid fuel appliances

Assessment Method: Theory & Practical.

Course Length: 3-4 days.

Course Outcome: HETAS Statement of Results.

Prerequisites: At least one of the following:

- Demonstrable, relevant work experience*
- OFTEC technician - 101,102 or 105e
- Registered Gas Safe operative - CCN1 and HTR1
- Registered member of GOMCS/APICS/NACS/Sweep Safe

* **NB:** requires candidates to present portfolio of work for approval by the Training Centre prior to the course.

Next steps: Joining the HETAS Competent Person, Approved Servicing or Sweep Schemes. Successful H003 or H003DS candidates can also progress on to other HETAS courses.

This course comes with two options:

H003 (Full Scope): This is a full dry stove installer course suitable for candidates who progress towards the H005DE Biomass Training & Assessment.

Candidates successfully completing the H003 with the correct prerequisites may progress to:

- **H004** - Wet Installer training & assessment
- **H005DE** - Biomass training & assessment
- **H006** - System Chimney training & assessment
- **H008** - Dry Pellet Stove training & assessment

H003DS (Defined Scope): Suitable for candidates who do not intend to progress to the H005 Biomass Training & Assessment.

Candidates successfully completing the H003DS with correct prerequisites may progress to the following training & assessment:

- **H004** - Wet Installer
- **H006** - System Chimney
- **H008** - Dry Pellet Stove



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The HETAS Competent Person Scheme is accredited by UKAS

Wet Appliance Installer – H004

Suitable for: Candidates with plumbing & heating qualifications who have successfully completed the H003 or H003DS.

COURSE CONTENT

- Wet system installation, design and specification
- The principles of gravity circulation
- System controls
- Integration with other types of wet heating systems
- Commissioning handover
- Service & maintenance

Assessment Method: Theory & Practical.

Course Length: Approximately 1-2 days.

Course Outcome: HETAS Statement of Results.

Prerequisites: HETAS H003 or H003DS Dry Appliance **or** HETAS H009 Service & Maintenance Course (will give service & maintenance competence only) and evidence of at least one of the following:

- OFTEC 101 or 102
- Gas Safe Registration - CCN1 & CEN1
- Formal qualifications: City & Guilds 6129/6035 & 6089, or QCF 6189; or equivalent award
- Work experience on wet heating systems*
- N/SVQ Level 2/3 in Plumbing or equivalent earlier certification

* **NB:** requires candidates to present portfolio of work for approval by the Training Centre prior to the course.

Next steps: Successful candidates can register the competence of the installation of solid fuel appliances with boilers.



Biomass Appliance Installer – H005

Suitable for: Plumbing, heating, oil, gas & building services engineers or any person with a building services background. Also suitable for existing HETAS registrants who wish to attain the skills necessary to install biomass boiler appliances.

COURSE CONTENT

- Biomass appliance installation
- Types of solid fuels & factors affecting solid fuel and fuel selection
- Fuel preparation & storage
- Appliance types & operating principles
- Industry rules, regulations & standards
- Identifying & responding to unsafe situations
- Chimneys, flues & terminals
- Air supply & ventilation
- System design & heat load calculations
- Lifecycle cost analysis
- Commissioning and decommissioning
- Diagnosis and rectification of faults
- Service & maintenance of biomass appliances

Assessment Method: Theory & Practical.

Course Length: 5 days.

Course Outcome: HETAS Statement of Results.

HETAS also award Dry and Wet installer competencies (equivalent to H003 and H004).

Prerequisites:

Option 1:

H005 Prerequisites - Formal Qualification Entry Route

- N/SVQ Level 2/3 in:
 - » Plumbing or equivalent earlier certification providing evidence of competence; or N/SVQ Level 2/3 in Heating and Ventilating (Domestic Installation) or equivalent earlier certification providing evidence of competence; or
 - » Heating & Ventilating (Industrial and Commercial Installation) or equivalent earlier certification providing evidence of competence; or
 - » Oil-Fired Technical Services or equivalent earlier certification providing evidence of competence; or
 - » Gas Installation and Maintenance or equivalent earlier certification providing evidence of competence
- Including: Water Regulations/Water Byelaws (WRAS or equivalent)

Option 2:

H005 Prerequisites - Experienced Worker Route

An alternative route to enrol on the H005DE course without Option 1 prerequisites (above): completing an Experienced Worker Route Portfolio may be suitable.

Requires candidates to present portfolio of work for approval by the Training Centre prior to the course. HETAS are not able to provide a Statement of Results if the portfolio has not been completed and approved.

In all cases the following can form part of the evidence required:

- Work experience within the plumbing and heating industry
- Existing Competent Person Scheme member
- OFTEC technician - 101, 102 or 105e
- A valid current gas safe registration with minimum categories of work - CCN1 and CEN1
- City & Guilds 6128, 6129 and 6132 technical certificates

Please Note: *Standalone Vocationally Related Qualifications (VRQs) may be used to help support completion of the portfolio.*

Next steps: Candidates who successfully complete this course can register with HETAS for the installation of log, chip & pellet biomass boilers on both the HETAS Competent Person Scheme and Microgeneration Certification Scheme.

NB: This course is aligned to National Occupational Standards (NOS) derived from the Qualifications Credit Framework (QCF)

Successful completion provides a route to MCS accreditation



System Chimneys – H006

Suitable for: Candidates who have successfully completed the H003/H003DS or H005 course.

COURSE CONTENT

- Chimneys, flues and terminals
- Installation, design and testing of twin-wall system chimneys which penetrate through a floor or ceiling
- Industry rules, regulations & standards

Assessment Method: Theory & Practical.

Course Length: Approximately 1 day.

Course Outcome: HETAS Statement of Results.

Prerequisites: Compulsory: HETAS H003/H003DS Dry Appliance Installer course or H005 Biomass Installer course.

Next steps: Successful candidates can register the competence of the installation of internal system chimneys.

Dry Pellet Appliance Installer – H008

Suitable for: Candidates who have successfully completed the H003/H003DS course and wish to expand their knowledge to include the installation of automated dry pellet stove appliances.

COURSE CONTENT

- Operating principles of automated pellet appliances.
- Dry pellet appliance system design and specification.
- Dry pellet appliance selection.
- Installation and commissioning of dry pellet appliances.
- Handover, service and maintenance of dry pellet appliances

Assessment Method: Theory & Practical.

Course Length: 1 day.

Course Outcome: HETAS Statement of Results.

Prerequisites: Compulsory: HETAS H003/H003DS Dry Appliance Installer course or H005DE Biomass Installer course.

Next steps: Candidates can extend the scope of their knowledge on the installation of automated dry pellet stove appliances.



Service & Maintenance – H009

Suitable for: This course is ideal for businesses with relevant experience who don't wish to undertake installation work; Including stove retailers, chimney sweeps, allied trades (e.g. plumbing/heating installers), maintenance operatives and housing associations.

COURSE CONTENT

- Be able to assess the current status and prepare for maintenance
- Know the service and maintenance requirements for dry solid fuel appliances
- Know the fault diagnosis and rectification procedures for dry solid fuel appliances
- Safe operation and testing of appliance
- Commissioning requirements of dry solid fuel appliances
- Know essential advice for the end user

Assessment Method: Theory & Practical.

Course Length: 2 days.

Course Outcome: HETAS Statement of Results.

Prerequisites: At least one of the following:

- Demonstrable, appropriate work experience on solid fuel appliances*
- OFTEC technician - 101,102 or 105e
- Registered Gas Safe operative - CCN1 & HTR1
- Registered member of GOMCS/APICS/NACS/Sweep Safe
- Plumbing & Heating Service / Maintenance engineer

* **NB:** requires candidates to present portfolio of work for approval by the Training Centre prior to the course.

Next steps: Successful candidates can register the competence of Service and Maintenance of Dry Solid Fuel Appliances.

Please Note: Candidates wishing to undertake Service and Maintenance of Wet appliances will be required to undertake the HETAS H004 'Wet Appliance Installer' module in addition to H009.

Sweeping Module – Online Module & H009S

Choose between a centre-based module or an online theory module to gain HETAS Sweep Technician Competence.

Suitable for: Operatives who currently carry out sweeping activities, to demonstrate through knowledge and practical assessment, their suitability to join the HETAS Sweep and Service Scheme for sweeping solid fuel appliances. Candidates who hold other qualifications that meet HETAS requirements/standards

COURSE CONTENT

- Health and safety
- Environmental factors
- Pre-assessment survey
- Sweeping methods
- Sealing methods
- Soot classification
- Commissioning requirements
- HETAS Unsafe Situation Procedures (HUSP)
- Consumer Care and Advice

Assessment Method: Centre: Theory & interactive group activities / Online: Theory

Course Length: Centre: 1 day, Online: approximately 3 hours

Course Outcome: HETAS Statement of Results.

Prerequisites: At least one of the following:

- H003/H003DS, H005 or H009
- Demonstrable, appropriate work experience on solid fuel appliances*
- Other qualifications will be considered

* **NB:** requires candidates to present portfolio of work for approval by the Training Centre prior to the course.

Please speak to our Business Development team on **01684 215255** or email schemes@hetas.co.uk for more information

Next steps: Successful candidates can join the HETAS Sweep and Service Scheme.



Installation in Small Craft – H010

With over 30,000 licensed boats on the inland waterways, a wide number use renewable fuel sources to heat habitable accommodation. HETAS has seen a rise in enquiries received regarding the effective design, installation, commissioning and maintenance of stoves on boats.

Suitable for: HETAS Registered Installers who wish to extend their scope and knowledge **or** candidates with a marine industry background who wish to undertake training to install solid fuel dry appliances in Small Craft.

COURSE CONTENT

- Health and Safety Marine Considerations
- Appliance Suitability and Sizing
- Siting and Securing the Appliance
- Hearth Requirements
- Heat Shielding Of Combustible Materials
- Chimneys, Flues & Connecting Flue Pipes
- Chimney Clearance; Distance to Combustibles
- Chimney Termination Outlets and Cows
- Custom Boat Chimneys System Kits
- Combustion and Habitable Ventilation
- Pre-Commissioning
- Flue Draught Testing
- Commissioning and Handover
- Smoke Draw & Flue Draught Interference tests
- Spillage
- Lighting the Appliance
- CO Alarm Positioning
- Fuel types & appropriate use
- Relevant British Standards References

Assessment Method: Theory and Practical.

Course Length: 2 days.

Course Outcomes: These depend on your applicant type:

- **HETAS Registered Installers** - an extension of scope under your competencies under the terms and conditions of HETAS Competent persons scheme
- **Marine industry candidates** - HETAS certificate of attendance

Prerequisites: At least one of the following:

- Compulsory HETAS H003/H003DS Dry Appliance Installer course & H006 System Chimneys and/or Marine Industry Experience

Next steps: Successful candidates can extend the scope of their knowledge on the installation of solid fuel appliances on small craft.

Sweeping Course – H011

A robust theory and practical elements course to fully recognise Sweeping Technician Status.

Suitable for: Candidates wanting to learn how to sweep a chimney, undertake servicing and maintenance but do not wish to undertake installation work.

COURSE CONTENT

- Health and Safety
- Environmental Factors
- Pre-assessment Survey
- Sweeping Methods
- Sealing Methods
- Soot Classification
- Hearth Requirements
- Heat Shielding of Combustible Materials
- Chimneys, Flues and Connecting Flue Pipes
- Chimney Clearance; Distance to Combustibles
- Chimney Termination Outlets and Cows
- Combustion Ventilation
- Pre-Commissioning
- Flue Draught Testing
- Commissioning and Handover
- Smoke Draw & Flue Draught Interference tests
- CO Alarm Positioning
- HETAS Unsafe Situations Procedure (HUSP)
- Consumer Care and Advice

Assessment Method: Theory and Practical.

Course Length: 4 days.

Course Outcome: HETAS Statement of Results.

Prerequisites: None.

Next steps: Successful candidates can join the HETAS Sweep and Service Scheme.

Refresher Courses

Available to any person who has previously completed a HETAS course.

Suitable for: HETAS registrants who wish to maintain registration are required to complete appropriate refresher training every 5 years.

Refresher training is a mandatory requirement for all competent person schemes.

COURSE CONTENT

- Changes to policy, standards and legislation
- Health & Safety updates
- Commissioning & Handover
- Updates in technology and integration

Course Outcome: Candidates will have competencies renewed for 5 years.

Assessment Method: Theory & Practical.

NB: refresher courses can only be sat within 12 months of course expiration.

Our Schemes

Competent Person Scheme

The HETAS Competent Person Scheme is accredited by UKAS



The UKAS accredited scheme operates in England and Wales, with other schemes available in Scotland, Channel Islands, Isle of Man and the Isles of Scilly.

Competent Persons self certify installations via the HETAS portal, a more efficient route than notifying via Building Control.

WHO CAN JOIN?

Installers of solid fuel and biomass appliances and chimney/flue systems.

TRAINING & EXPERIENCE

The minimum course required is the H003DS or H005. Additional competences can be awarded through further training.

REGISTRATION FEES

- One-off business application fee, including your first Installer and Pre-Registration Assessment
- Fees per additional Installer

READY TO APPLY?

You will need to submit an application to start the process.

More information on this can be found at:

www.hetas.co.uk/trade/scheme/installer-scheme

Approved Biomass Maintenance Scheme

Biomass maintenance engineers will be able to meet the requirements placed on RHI recipients to prove their RHI funded appliance is maintained in accordance with the MCS 040 standard.

WHO CAN JOIN?

Maintenance engineers working on biomass appliances.

TRAINING & EXPERIENCE

We accept any of the following:

- Relevant HETAS Qualifications (in date H009 or in date/expired H005)
- Appliance Manufacturer Training
- Demonstrable experience

REGISTRATION FEES

- One-off business application fee including your first Technician and registration audit
- Fees per additional Technician

READY TO APPLY?

You will need to submit an application to start the process.

More information on this can be found at:

www.hetas.co.uk/trade/scheme/biomass-maintenance-scheme

Approved Retailer Scheme

By joining the Approved Retailer Scheme your customers can rest assured they are going to receive top quality service via informed and safe guidance.

WHO CAN JOIN?

Online and In-Person retailer of solid fuel and biomass appliances and equipment.

TRAINING & EXPERIENCE

The minimum course required is our Online Retailer Course. You can also sit the H002, Retailer Course, H003DS or the H005DE.

REGISTRATION FEES

- One-off business application fee including your first Trained Advisor
- Fees per additional Trained Advisor

READY TO APPLY?

You will need to submit an application to start the process. More information on this can be found at: www.hetas.co.uk/trade/scheme/retailer-scheme

HETAS Sweep & Service

At the forefront of our schemes is safety and educating the customer to achieve more environmentally responsible burning; chimney sweeping and servicing go hand-in-hand and plays a vital role in this. This scheme merges our previous Chimney Sweep and Servicing schemes burning.

WHO CAN JOIN?

Those who carry out the sweeping, servicing and maintenance of solid fuel appliances. You can join for both elements or either sweeping or servicing.

TRAINING & EXPERIENCE

In order to create a robust scheme for experienced chimney sweeps and service technicians, the minimum course requirement is our new Online Sweeping Module.

We also offer a centre-based Service and Maintenance course (H009) which is suitable for those who don't have relevant servicing qualifications.

Look out for our new sweeping course to aid candidates with no prior experience in becoming HETAS Registered. This will be launched in Training Centres nationwide soon.

REGISTRATION FEES

- One-off business application fee including your first Technician and Pre-Registration Assessment
- Fees per additional Technician

READY TO APPLY?

You will need to submit an application to start the process. More information on this can be found at: www.hetas.co.uk/trade/scheme/chimney-sweep-scheme

Microgeneration Certification Scheme (MCS)

For registration of biomass installations, more information on registration can be found at: www.hetas.co.uk/trade/scheme/mcs-installer

Cleaner Choice and Product Approval

HETAS offers a range of product approval schemes for a range of products, including stoves, boilers, biomass, chimneys, flues and ancillary products along with MCS for biomass appliances.

We work to provide a clear consumer route from appliance selection through to installation and maintenance. Approval demonstrates Building Regulations through rigorous safety and emissions testing. It is widely recognised throughout the industry.

The Cleaner Choice scheme is an independent initiative for the UK and includes both biomass and solid fuel heating products. The scheme sets a lower level of particulate emissions than the most stringent legislation requires within current Smoke Control Areas.



WHO CAN JOIN?

Manufacturers with appliances that meet a 50% improvement on the requirements for exemption for burning the specified unauthorized fuel(s) in a smoke control area.

APPLIANCE PRE-REQUISITES

- Products must meet all essential requirements of Ecodesign & Energy Labelling, including minimum seasonal efficiency and maximum permitted emission limits. This information should be visible to the consumer to aid choice on retailer websites and associated documentation.
- The appliance must meet all the relevant clauses of UKCA/CE marking including verifying that a suitable Factory Production Control (FPC) is in place.
- Building Regulations requirement for instructions to contain guidance that is a true representation of initial type testing results and that does not conflict with Approved Document J installation practices and guidance.

All Cleaner Choice approved products will have their own listing on the HETAS website and manufacturers and their distributors can choose to join the HETAS Technical Committee, offering an opportunity to provide industry representation at Government level and support the development of standards

REGISTRATION FEES

- Approval fee per application, including family or brand of appliances*

* Specific costs will be confirmed upon receipt of application, including the technical review of appliance(s).

READY TO APPLY?

You will need to submit an application to start the process. More information on this can be found at:

www.hetas.co.uk/trade/schemes/product-approval-application

Administered Schemes

Ready to Burn

Ready to Burn legislation came into force in England on 1 May 2021.

Manufactured Solid Fuel



Manufactured solid fuels will also need to meet certain standards to be listed as Ready to Burn. A “manufactured solid fuel” means a fuel produced from coal, wood, plant-derived materials, waxes or petroleum products with other ingredients, for the purpose of burning in domestic properties in England.

To find out more about getting your fuel(s) approved, visit www.readytoburn.org/suppliers/apply-now

Wood



Wood sold in volumes of up to 2m³ needs to be Ready to Burn certified as having a moisture content of less than 20%. Larger quantities (over 2m³) of wood must be sold with advice on how to properly season and check the fuel is ready to burn.

READY TO BURN

Next Steps →

TRAINING →

To view all courses and find contact details for your chosen Training Centre visit:

www.hetas.co.uk/trade/training

APPLICATION →

Complete and submit an application form for your chosen scheme. We will process your application and keep you updated along the way.

REGISTRATION

You will be notified once your application is finalised, so you can start to enjoy the benefits of HETAS Registration.

Our team is here to help you on your journey. If you have any questions, give us a call on **01684 215255** or email us on schemes@hetas.co.uk

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