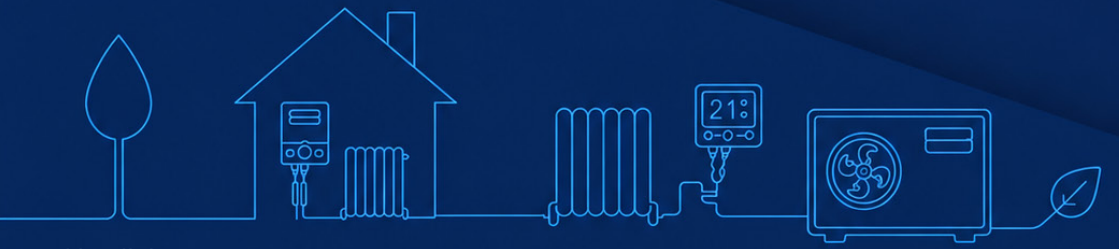
SNIPEF
Plumbing and heating association

Membership Criteria

Scottish and Northern Ireland Plumbing Employers' Federation (SNIPEF) Governance



Adopted in June 2025

Membership Criteria

Purpose

This document sets out the criteria approved by the Board under Rules 1.1, 1.2 and 1.6 of the Rules of SNIPEF Limited for admission to, and continued membership of, SNIPEF.

It forms part of SNIPEF's governance framework and should be read alongside the Articles of Association, Code of Conduct, Customer Charter and ADR Scheme.

Application procedures and member benefits are described separately.

Promoting Standards, Ensuring Competence

SNIPEF membership signifies a commitment to quality, professionalism and compliance with recognised industry standards.

Applicants must meet the criteria that apply to their membership route, and Members must continue to meet the applicable criteria throughout their membership.

The criteria cover:

- Business Requirements
- Technical Competence and Inspection
- Compliance Obligations

Businesses that have traded for less than 12 months may be eligible for Pathway Membership. The applicable criteria are set out on page five.

Part One.
Business Requirements

To qualify for full SNIPEF membership, a business must meet the following requirements:

- Have traded for at least 12 consecutive months before applying.
- Operate from a fixed business address in Scotland or Northern Ireland. This may be a domestic address or an address managed by a registered accountant.
- Permit SNIPEF to carry out appropriate checks, including a soft credit assessment. This assessment does not affect the business's credit score or rating.
- Ensure that each lead operative holds a recognised qualification at SCQF Level 7 (SVQ Level 3), or an equivalent qualification approved by the SNIPEF Board and recognised by the Scottish and Northern Ireland Joint Industry Board (SNIJIB). See the Technical Competence and Inspection section on page three for more information.
- Hold appropriate business insurance, including:
  - Public and Product Liability Insurance with minimum cover of £2 million.
  - Employers' Liability Insurance with minimum cover of £5 million, where applicable.
  - Professional Indemnity Insurance, where appropriate to the services provided.

Part Two.

Technical Competence and Inspection

The business must ensure that every category of work it undertakes is carried out by operatives who hold the relevant qualification, where one is required, or can demonstrate appropriate competence.

This includes specialist work such as air source and ground source heat pump installations, solar thermal systems and legionella risk assessments.

Lead Operatives

A lead operative is the person nominated by the business to demonstrate that it meets SNIPEF's technical competence requirements.

Each applicant must nominate at least one suitably qualified lead operative and provide evidence of that person's recognised qualification.

Accepted qualifications include relevant qualifications recognised by SNIPEF and SNIJIB, including:

- SCQF Level 7 / SVQ Level 3 in Scotland.
- RQF Level 3 / relevant NVQ qualifications in England.
- QCF/RQF Level 3 / relevant NVQ qualifications in Northern Ireland.
- City & Guilds Plumbing Craft and Advanced Craft qualifications.
- Level 3 Gas Engineering qualifications.

Technical Inspection

Membership of SNIPEF requires a business to undergo a technical inspection within six weeks of becoming a Member.

The membership application will be processed before the inspection; however, continued membership depends on the inspection being completed within the required six-week period and the Member meeting SNIPEF's technical criteria.

If the inspection finds that the required criteria have not been met, SNIPEF will advise the Member of any necessary actions. Failure to complete the inspection within the required timeframe or meet SNIPEF's technical criteria will result in membership ceasing in accordance with Rule 7.2.

Where the business is also applying to become an Approved Certifier of Construction (ACCS), the required inspection must take place at least three months before ACCS approval.

Part Three.
Compliance Obligations

Members must continue to meet SNIPEF's standards throughout their membership. This includes:

- Complying with the SNIPEF Rules, Code of Conduct and Customer Charter.
- Maintaining an up-to-date written Health and Safety Policy that complies with relevant legislation.
- Continuing to meet SNIPEF's membership criteria throughout their membership. Where a Member ceases to meet the criteria, membership ceases in accordance with Rule 7.2.

Any review, referral to the Standards and Governance Committee, suspension or disciplinary action must be handled in accordance with the Rules and applicable procedures.

Pathway Membership Criteria

A business that has traded for less than 12 consecutive months at the date of application may be admitted to Pathway Membership if it meets all other applicable SNIPEF membership criteria.

Pathway Membership does not confer the status of full SNIPEF membership. A Pathway Member must not describe itself as a full SNIPEF Member or use the SNIPEF Member logo.

Pathway Members must continue to meet all applicable membership criteria. A Pathway Member may be considered for admission to full membership once the business has completed 12 consecutive months of trading and continues to meet the full membership criteria. Admission is subject to the SNIPEF Rules.

Version Control

The SNIPEF Membership Criteria were approved by the SNIPEF Board in June 2025, in accordance with the Rules of SNIPEF Limited.

Their wording and structure have since been clarified without changing the approved requirements.

The Criteria form part of SNIPEF's wider governance framework and should be read and reviewed alongside the related documents to ensure they remain consistent.

Scottish and Northern Ireland Plumbing Employers' Federation

Bellevue House
22 Hopetoun Street
Edinburgh
EH7 4GH

W: www.snipef.org
T: 0131 556 0600
@snipefnews

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