



August 5, 2023

TO: IAS – INSPECTION PRACTICES OF METAL BUILDING ASSEMBLERS AND OTHER INTERESTED PARTIES.

SUBJECT: Proposed Revisions to the Accreditation Criteria for Inspection Practices of Metal Building Assemblers, AC478 202310-R0 (SM)

Hearing Information:

IAS Accreditation Committee
Wednesday, October 4, 2023
8:30 am (Pacific Time Zone)
WebEx Meeting – Refer to IAS website for details.

Dear Madam or Sir:

Proposed Revisions to the Accreditation Criteria for Inspection Practices of Metal Building Assemblers, (AC478) has been placed on the agenda for committee consideration at the above-noted meeting.

Proposed changes include:

1. Lines 135-138: Added “Eligibility” requirement that restricts accreditation based on bankruptcy filing or other insolvency proceedings.
2. Lines 166-174: Added requirement for Metal Building Assembler to provide records over the last 3 years that involve safety violations.
3. Lines 210-215: Added requirement for MBA to provide a list of projects over the last year with an explanation of issues.
4. Lines 234-235 and 272-273: Added requirement that 25% of all field workers meet the definition of Journeyworker.

You are cordially invited to submit written comments, or to attend the WebEx committee hearing and present verbal comments. Written comments will be forwarded to the committee, **prior to the hearing**, if received by September 4, 2023. For your convenience, a comment form is provided. The link can be found on the Accreditation Committee meeting page on the IAS website, www.iasonline.org. Comments must be emailed to iasinfo@iasonline.org.

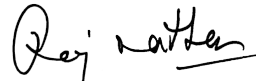
Parties interested in proposed revised criteria may deliver written communications and submissions regarding such proposed criteria to IAS within approximately 30 days of posting of the public notice on the IAS website. The committee shall be informed of all pertinent written communications received by IAS. Any relevant communication and changes to a criteria arising from the written communication/submission shall be posted to the IAS website prior to the meeting.

Participants at the accreditation committee meetings shall have the opportunity to speak on the proposed criteria to provide information to the committee. Committee meetings are generally held by electronic means. Participants are responsible to ensure access to appropriate computer equipment, software, and internet connectivity to ensure effective participation during the meeting.

Your cooperation is requested in forwarding to IAS, as noted above, all material directed to the committee. Prior to the hearing, parties interested in the deliberations of the committee should refrain from communicating, whether in writing or verbally, with committee members regarding agenda items. The committee reserves the right to refuse communications that do not comply with this request.

If you have any questions, please contact IAS at 562-364-8201. You may also reach us by e-mail at iasinfo@iasonline.org.

Yours very truly,



Raj Nathan
President

Enclosures: Proposed Revised AC478

cc: Accreditation Committee



PROPOSED REVISIONS TO THE ACCREDITATION CRITERIA FOR INSPECTION PRACTICES OF METAL BUILDING ASSEMBLERS

AC478

Proposed October 4, 2023

PREFACE

The attached accreditation criteria have been proposed to provide all interested parties with an opportunity to comment. These criteria may be further revised as needed. The criteria are developed and adopted following public hearings conducted by the International Accreditation Service, Inc. (IAS), Accreditation Committee and are effective on the first of the month following approval by the Accreditation Committee, but no earlier than 30 days following the approval.

1 **PROPOSED REVISIONS TO THE ACCREDITATION CRITERIA FOR INSPECTION PRACTICES OF**
2 **METAL BUILDING ASSEMBLERS**

3
4 **1. INTRODUCTION**

5 1.1. **Scope:** These criteria set forth the requirements for obtaining and maintaining International
6 Accreditation Service, Inc. (IAS), Inspection Practices for Metal Building Assemblers
7 accreditation. These criteria supplement the IAS Rules of Procedure for Accreditation of
8 Inspection Practices of Metal Building Assemblers.
9

10 1.2. **Normative and Reference Documents:** Publications listed below refer to current editions
11 (unless otherwise stated).

12 1.2.1. AWS D1.1 and AWS D1.3, Structural Welding Code, published by the American
13 Welding Society.

14 1.2.2. International Building Code®, published by the International Code Council.

15 1.2.3. Ironworker Quality Construction Practices, Metal Building Systems Reference Manual.

16 1.2.4. ISO/IEC Standard 17020, Conformity assessment – Requirements for the operation of
17 various types of bodies performing inspection.

18 1.2.5. Metal Buildings Institute, Quality and Craftsmanship Training Series, available through
19 <http://www.mbcea.org/store/dvd-craftsmen-series>.

20 1.2.6. OSHA Regulations (Standard 29 CFR), Part 1926 Safety and Health Regulations for
21 Construction.
22

23 1.3. **Overview:** Accredited entities complying with these criteria continually demonstrate they have
24 the personnel, organization, experience, knowledge, management procedures and commitment
25 to assemble metal building systems in accordance with specified requirements and
26 documented safety and training programs.
27

28 **2. DEFINITIONS**

29 For the purposes of these accreditation criteria, the definitions given in ISO/IEC Standard 17020, and
30 the definitions that follow, apply:

31 2.1. **Approved Fabricator:** An established and qualified person, firm or corporation approved by
32 the building official pursuant to the approved fabricator designation in Section 1702 of the
33 International Building Code.

34 2.2. **Metal Building Assembler:** Erectors and contractors who are substantially engaged in the
35 assembly of metal buildings under DOT Code: 801.381-010 AIMS Code: 0877.

- 36 2.3. **Bid Documents:** Documents produced for the assembler’s use to support the implementation
37 of the project. These documents include architectural drawings, site plan, manufacturer’s
38 engineered drawings and manufacturer’s erection drawings and blueprints.
- 39 2.4. **Competent Person [29 CFR 1926.32(f)]:** One who is capable of identifying existing and
40 predictable hazards in the surroundings or working conditions which are unsanitary, hazardous,
41 or dangerous to employees, and who has authorization to take prompt corrective measures to
42 eliminate them.
- 43 2.5. **Contract Documents:** Documents that describe the metal building system to be supplied in its
44 entirety for a given project. These documents include work orders, drawings, specifications, and
45 buyer sketches.
- 46 2.6. **Corrective Action:** Implemented action necessary to eliminate or reduce the root cause of an
47 identified problem.
- 48 2.7. **Jobsite Checklist:** A documented tool used as part of a routine to ensure items which are
49 identified as relevant are performed.
- 50 2.8. **Erection Tolerances:** As set forth in "AISC Code of Standard Practice." Variations are to be
51 expected in the finished overall dimensions of structural steel frames. Such variations are
52 deemed to be within the limits of good practice when they do not exceed the cumulative effect
53 of rolling, fabricating and erection tolerances.
- 54 2.9. **General Manager:** The person occupying the highest position of authority within a facility’s
55 organization.
- 56 2.10. **Job Safety Analysis (JSA):** One of the risk assessment tools used to identify and control
57 workplace hazards. A JSA is a second-tier risk assessment with the aim of preventing personal
58 injury to a person, or their colleagues, and any other person passing or working adjacent,
59 above or below. JSAs are also known as Activity Hazard Analysis (AHA), Job Hazard Analysis
60 (JHA) and Task Hazard Analysis (THA).
- 61 2.11. **Jobsite-Specific Plan:** As a minimum, such a plan should include the following elements, if
62 applicable:
- 63 2.11.1. The sequence of erection activity, developed in coordination with the controlling
64 contractor which includes the following: material deliveries, material staging and
65 storage, and coordination with other trades and construction activities.
- 66 2.11.2. A description of the crane and derrick selection and placement procedures, if required,
67 including the following: site preparation; path for overhead loads; and critical lifts,
68 including rigging supplies and equipment.
- 69 2.11.3. A description of steel erection activities and procedures, including the following:
70 stability considerations requiring temporary bracing and guying; erection bridging
71 terminus point; anchor rod (anchor bolt) notifications regarding repair, replacement and

- 72 modifications; columns and beams (including joists and purlins); connections; decking;
73 and ornamental and miscellaneous iron,
- 74 2.11.4. A description of the fall protection procedures that will be used to comply with OSHA 29
75 CFR § 1926.760.
- 76 2.11.5. A description of the procedures that will be used to comply with OSHA 29 CFR §
77 1926.758, Systems-engineered metal buildings.
- 78 2.11.6. A description of the special procedures required for hazardous nonroutine tasks.
- 79 2.11.7. A certification for each employee who has received training for performing steel
80 erection operations as required by OSHA 29 CFR § 1926.761.
- 81 2.11.8. A list of the qualified and competent persons which also includes their credentials.
- 82 2.11.9. A description of the procedures that will be utilized in the event of rescue or emergency
83 response.
- 84 2.11.10. The identification of the site and project signed and dated by the qualified person(s)
85 responsible for its preparation and modification.
- 86 2.11.11. A site-specific plan may also be called a jobsite-specific plan, a site-specific safety
87 plan and a site-specific project plan.
- 88 2.12. **Journeyworker - Assembler of Metal Building Systems:** A worker who has completed a
89 registered apprenticeship program for Assembler, Metal Building Systems or who can give
90 demonstrable proof of:
- 91 2.12.1. A minimum of three years' experience in metal building assembly
- 92 2.12.2. Satisfactory completion of the MBI Quality and Craftsmanship Training Series
- 93 2.12.3. OSHA 10
- 94 2.12.4. Rigging
- 95 2.12.5. Hot Work Safety
- 96 2.12.6. Fall Protection/Hazards Training
- 97 2.12.7. Rough Terrain Forklift Safety
- 98 2.12.8. Aerial Work Platform Safety
- 99 2.13. **Management System:** A set of policies, processes and procedures used by an organization to
100 ensure it can fulfill the tasks required to achieve its objectives.
- 101 2.14. **MBCEA:** Metal Building Contractors and Erectors Association.
- 102 2.15. **MBI:** Metal Buildings Institute.
- 103 2.16. **MBMA:** Metal Building Manufacturers Association.
- 104 2.17. **On-the-job Training:** Training that allows employees to learn by performing a specific job or
105 task. The employee will perform the job while working under the supervision of an experienced
106 employee who has been properly trained to perform the task. The employee uses the regular or
107 existing tools, machines, documents, equipment, knowledge, and skills necessary to learn to
108 effectively perform the task at hand.

- 109 2.18. **OSHA**: Occupational Safety and Health Administration.
- 110 2.19. **Procedure**: An implemented document that describes who does what, when, where, why and
- 111 how.
- 112 2.20. **Process**: A purposeful systematic series of actions.
- 113 2.21. **Product**: Result of activities or processes.
- 114 2.22. **Project**: A process consisting of a set of coordinated and controlled activities undertaken to
- 115 achieve customer requirements.
- 116 2.23. **Qualified Person [29 CFR 1926.32(m)]**: One who, by possession of a recognized degree,
- 117 certificate, or professional standing, or who by extensive knowledge, training, and experience,
- 118 has successfully demonstrated his ability to solve or resolve problems relating to the subject
- 119 matter, the work, or the project.
- 120 2.24. **Quality Assurance**: Procedures to ensure that the implementation of planned activities results
- 121 in meeting objectives, goals and contract documents.
- 122 2.25. **Quality Control**: The act of examination, testing or measurement which verifies processes and
- 123 services or verifies documents conform to specified criteria.
- 124 2.26. **Repair**: Action taken to render a member or component acceptable for the intended use.
- 125 2.27. **Safety Plan**: A written document that describes the processes, procedures and policies
- 126 implemented to ensure the safety of all persons and things.
- 127 2.28. **Subcontractor**: An individual or in many cases a business that signs a contract to perform
- 128 part or all of the obligations of another's contract.
- 129 2.29. **WPS**: Welding Procedure Specification in accordance with AWS D1.1 or AWS D1.3 is
- 130 required, as applicable.

131

132 3. ELIGIBILITY

133 [3.1.](#) Accreditation services are available to metal building assemblers who are substantially engaged

134 in the assembly of metal buildings under DOT Code: 801.381-010; AIMS Code: 0877.

135 [3.2.](#) Metal Building Assemblers with owners involved in a Chapter 11 or Chapter 13 bankruptcy filing

136 or other insolvency proceeding, both corporate or personal, and/or with evidence of significant

137 bad debt in the three year period prior to application or renewal, are not eligible.

138

139 4. REQUIRED BASIC INFORMATION

140 (PROGRAM REQUIREMENTS)

141 4.1. Metal building assemblers must demonstrate compliance with the following requirements:

142 4.1.1. The requirements of these accreditation criteria;

143 4.1.2. IAS Rules of Procedure for Accreditation of Inspection Practices of Metal Building

144 Assemblers.

145 4.2. **General Requirements**

- 146 4.2.1. The assembler of metal building systems shall establish and implement a management
147 system that is fully documented. This documented management system must describe
148 the quality assurance activities for ensuring that the assembly meets the specified
149 requirements.
- 150 4.2.2. The Metal Building Assembler shall submit to IAS for initial review, a documented
151 management system, including a cross reference matrix ensuring that the requirements
152 in Section 4 of these accreditation criteria have been included in the management
153 system. The cross reference matrix must be signed by the Quality Manager (as defined
154 in 4.2.8.1).
- 155 4.2.3. The submitted management system document must be signed and dated by the
156 highest level of authority within the metal building assembler.
- 157 4.2.4. Metal building assemblers accredited under these criteria will adhere to metal building
158 systems manufacturer's drawings, specifications and installation manuals.
- 159 4.2.5. Metal building assemblers accredited under these criteria, that rely on subcontracted or
160 temporary labor must have documented procedures to show how they ensure
161 compliance of subcontracted and temporary labor with the safety and training
162 requirements of these criteria.
- 163 4.2.6. Metal building assemblers accredited under these criteria that subcontract all or a
164 significant portion of an assembly shall advise the contracting entity whether or not
165 work will be performed by an accredited entity.
- 166 ~~4.2.6.~~ 4.2.7. The Metal Building Assembler shall submit to IAS, for review, a three (3) year
167 lookback safety report that includes Experience Modification Rate (EMR) ratings, any
168 and all citations or other communications from OSHA (both Federal and State
169 agencies) or other safety authority having jurisdiction along with corrective actions
170 taken, and any other relevant safety information reasonably requested by IAS. The
171 Metal Building Assembler must provide their three (3) year average EMR. Numbers
172 greater than one (1) are disqualified from the accreditation process. In addition, the
173 severity of the citations and violations will be reviewed along with the corrective actions
174 taken to determine if the accreditation process can proceed.
- 175 ~~4.2.7.~~ 4.2.8. The accredited metal building assembler must maintain the following insurance
176 coverage:
- 177 ~~4.2.7.1.~~ 4.2.8.1. Workmen's Compensation,
178 ~~4.2.7.2.~~ 4.2.8.2. Comprehensive General Liability,
179 ~~4.2.7.3.~~ 4.2.8.3. Comprehensive Automobile Liability,
180 ~~4.2.7.4.~~ 4.2.8.4. Umbrella Excess Comprehensive General and Comprehensive
181 Automobile.

182 4.2.8.4.2.9. The following key personnel must be identified in the organization and their
183 responsibilities must be documented. The designated personnel must have clear
184 understanding of their assignments.

185 4.2.8.1.4.2.9.1. **Quality Manager:** Metal building assemblers accredited under these
186 criteria shall designate a quality manager who has the necessary training, experience
187 and authority to complete the tasks listed below:

188 4.2.8.1.1.4.2.9.1.1. Develop and implement the management system, in accordance
189 with these criteria;

190 4.2.8.1.2.4.2.9.1.2. Ensure that periodic (at a minimum, annually) internal audits are
191 conducted and documented, and that corrective actions are implemented.

192
193 **Internal Audits:** Metal building assemblers shall identify the frequency,
194 method of documentation, and content of internal audits to determine the
195 effectiveness of the management system, safety, and training programs.
196 Internal audits must be conducted, at a minimum, annually. Audits shall
197 include a summary that compares the most recent audit to the previous audit
198 and shall include the elements of these criteria.

199 4.2.8.1.3.4.2.9.1.3. Ensure that management reviews (at a minimum, annually) are
200 conducted and documented to assure the adequacy and the effectiveness of
201 the management system. Management reviews must produce a summary
202 and a documented plan of action for improvement.

203
204 **Management Reviews:** Reviews must be conducted and recorded to
205 ensure the adequacy and effectiveness of the quality, safety, and training
206 programs. Management reviews must produce a summary and a
207 documented plan of action for improvement. Documents to be considered
208 during the management review must include, but are not limited to, customer
209 complaints, back charges, OSHA violations, internal audit results, and
210 corrective actions that include a list of Metal Building System
211 projects/contacts for all projects in the past year with an explanation of
212 issues. Each individual Project must include an analysis of customer
213 complaints, OSHA/Safety violations, necessary corrections. IAS will
214 randomly sample this project list to ensure effective resolution and general
215 agreement of action.

216 4.2.8.2.4.2.9.2. **Safety Manager:** Metal building assemblers accredited under these
217 criteria shall designate a safety manager who has the necessary training, experience

218 and responsibility to complete the tasks listed below. The safety manager shall report
219 directly to the highest level of authority within the organization.

220 4.2.8.2.1.4.2.9.2.1. The safety manager shall develop, implement and maintain a
221 documented safety program in accordance with these criteria.

222 4.2.8.2.2.4.2.9.2.2. Ensure, at a minimum, an annual review of the documented
223 safety program to ensure it meets all required standards for the type of work
224 usual and customary to the metal building assembler.

225 4.2.8.2.3.4.2.9.2.3. The safety manager shall ensure jobsite-specific safety plans are
226 developed for each job and have knowledge of and access to the appropriate
227 documents to meet this requirement.

228 4.2.8.3.4.2.9.3. **Training Manager:** Metal building assemblers accredited under these
229 criteria shall designate a training manager who has the necessary training,
230 experience and responsibility to complete the tasks listed below. The training
231 manager shall report to the highest level of authority within the organization. The
232 training manager shall have (at a minimum) the following responsibilities:

233 4.2.8.3.1.4.2.9.3.1. Develop, implement and maintain a documented training
234 program that ensures at least 25% of all field workers meet the definition of
235 Journeyworker, Metal Building Assembly.

236 4.2.8.3.2.4.2.9.3.2. Ensure, at a minimum, an annual review of the documented
237 training program to ensure it meets all required standards for the type of work
238 usual and customary to the metal building assembler and that it has been
239 effectively implemented.

240 4.2.8.3.3.4.2.9.3.3. Ensure that training plans meet all OSHA requirements, building
241 manufacturer requirements, and equipment use requirements for the
242 assigned tasks. Have knowledge of and access to the appropriate resources
243 to meet this requirement.

244 **NOTE:** In some cases, the quality manager, training manager, and safety manager may be the
245 same individual.

246

247 4.3. Documented Management System Requirements

248 A documented management system must be provided which includes the following details:

249 4.3.1. Basic Information

250 4.3.1.1. The name of the metal building assembler and its legal identity (company registration
251 details),

252 4.3.1.2. The physical address of the metal building assembler,

253 4.3.1.3. The mailing address (if different),

- 254 4.3.1.4. Name and title of the person serving as the IAS contact, including the telephone
255 number and e-mail address.
- 256 4.3.2. **Required Statements:** The following statements must be provided:
- 257 4.3.2.1. All activities of the metal building assembler shall be directed in such a manner as to
258 ensure that the safety and training requirements of these criteria will be met.
- 259 4.3.2.2. The elements of the safety and training programs will be disseminated to all
260 personnel that are involved with the assembly of metal buildings.
- 261 4.3.3. **Control of Documents:** Procedures must be provided for control of documents
262 relating to safety and training programs, as well as project documents. This control
263 shall include the following:
- 264 4.3.3.1. A document approval procedure,
- 265 4.3.3.2. A procedure to ensure that only current, approved documents are used,
- 266 4.3.3.3. A procedure to ensure that documents are available at all locations where necessary
267 for the proper functioning of the management system.
- 268 4.3.4. **Training Program Documentation**
- 269 4.3.4.1. Metal building assemblers accredited under these criteria shall establish, document
270 and implement a training program that ensures a qualified labor force competent in
271 techniques necessary to ensure the quality and integrity of assembled metal
272 buildings [and ensures at least 25% of field workers meet the definition of](#)
273 [Journeyworker, Metal Building Assembly.](#)
- 274 4.3.4.2. As a minimum, there must be training requirements established for all field personnel
- 275 4.3.4.3. The training program must require OSHA 10 for all employees with more than one
276 year of service
- 277 4.3.4.4. The training program must include passing grades on the MBI Quality and
278 Craftsmanship Training Series.
- 279 4.3.4.5. The metal building assembler shall have provisions for storing, maintaining, and
280 accessing training records and maintaining current personnel qualifications. Training
281 records must include the following:
- 282 4.3.4.5.1. Completed and dated training attendance records.
- 283 4.3.4.5.2. Documentation proving comprehension of training (e.g., test results and/or
284 certificates).
- 285 4.3.4.5.3. Any required certifications and/or training necessary to perform the specific
286 tasks assigned to that employee.
- 287 4.3.5. **Safety Program Documentation**
- 288 4.3.5.1. Metal building assemblers accredited under these criteria shall establish and
289 implement a safety program that is fully documented. This program must describe the
290 procedures and activities for ensuring that all employees, subcontractors and

- 291 processes comply with minimum OSHA standards and/or applicable regulatory
292 requirements.
- 293 4.3.5.2. Metal building assemblers accredited under these criteria must have documented
294 procedures for the development and implementation of jobsite-specific plans and
295 JSA's prior to commencement of work.
- 296 4.3.5.3. The safety program document must be signed and dated by the highest level of
297 authority within the metal building assembler.
- 298 4.3.5.4. The safety program document must be reviewed at least annually.
- 299

- 300 4.4. **Onsite Job-specific Assessment:** The IAS will perform jobsite assessments as per the
301 schedule outlined in the Rules of Procedure.
- 302 4.4.1. Electronic Review of Required Documents: IAS will perform an assessment of all
303 required documents prior to conducting jobsite assessments as per the schedule
304 outlined in the rules of procedure.
- 305 4.4.2. Onsite inspections will be scheduled at a mutually convenient time/location to ensure
306 inspection of a building that has significant activity to verify required elements.
- 307 4.4.3. Jobsite inspections are pre-planned and announced.
- 308

309 5. ADDITIONAL INFORMATION (AS APPLICABLE)

- 310 5.1. Minimum Design Loads for Buildings and Other Structures (ASCE/SEI 7), published by the
311 American Society of Civil Engineers/Structural Engineering Institute.
- 312 5.2. Specification for Structural Steel Buildings (AISC 360), published by the American Institute of
313 Steel Construction.
- 314 5.3. AISI S100 – North American Specification for the Design of Cold-Formed Steel Structural
315 Members, published by the American Iron and Steel Institute.
- 316 5.4. IAS Accreditation Criteria for Inspection Agencies AC98.
- 317 5.5. MBMA Metal Building Systems Manual.
- 318 5.6. National Guidelines for Apprenticeship Standards developed by Metal Buildings Institute for the
319 occupation of Assembler, Pre-Engineered Metal Buildings, O*NET/SOC CODE 47-2221.00,
320 RAPIDS CODE: 0877, available at:
321 http://www.doleta.gov/oa/bul10/Bulletin_2010_09_Attachments.pdf.
- 322 5.7. Specification for Structural Joints Using High-Strength Bolts, available from the Research
323 Council on Structural Connections (RCSC).
- 324 5.8. Structural Bolting Handbook, published by the Steel Structures Technology Center, Inc.
- 325

326 6. LINKS TO ADDITIONAL REFERENCES

- 327 6.1. IAS – www.iasonline.org

- 328 6.2. MBCEA – www.mbcea.org
- 329 6.3. IMPACT – www.impact.org
- 330 6.4. ICC – www.iccsafe.org
- 331 6.5. MBMA – www.mbma.com

332

333 *These criteria were previously issued February 2015, June 2015, April 2017, ~~and~~ September 2018 ~~and~~ September 2019.*