



BRITISH  
WOODWORKING  
FEDERATION



## Directory of Services

The BWF Engage Programme





## What do we mean by ‘Engage’?

**We aim to do everything possible to help improve your sales and profitability. But we can only be really effective if we work together – if we engage with you, as well as your customers and the policymakers who regulate and influence you and your market.**

That’s how the current range of services outlined in this booklet has been developed - by listening to your needs. So, if there are other services you think could be useful, please let us know.

Engagement with you means providing the technical and business advice that’s right for your company: a helping hand for smaller businesses, more strategic advice for larger members.

Engagement with your customers means promoting the industry and encouraging quality standards.

Engagement with policymakers means giving the industry a voice.

To get the best possible value from your membership, engage with us! Use our services. Talk to us about what else we could do. Come to our workshops and meetings. Be an active and engaged member of our ‘community of interest’.



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## **BWF Engage: Promoting the industry**

### **The Code of Conduct**

The Code sets out principles of good practice, setting standards for the industry, helping members achieve them, giving customers confidence in members, and giving members confidence in their colleagues.

It ensures the BWF is recognised as a genuine mark of quality, and has become something members value and appreciate being associated with. If a company doesn't meet the standard currently, we can help them achieve compliance.

### **Press and PR**

Public relations campaigns and tactical advertising, in national, local and trade press, promote

the industry and raise customer awareness of our members' products and services.

### **Website**

Constantly updated, the site provides referrals through a fully searchable members' database, a password protected members' area, downloadable BWF guides, an important knowledge bank, and an information source for customers.

### **Publications**

The production of promotional literature for joinery products.

### **Exhibitions**

Representing the industry at key exhibitions and events throughout the year.



## **BWF Engage: Participation and representation**

Membership puts you at the heart of the industry. It means you are the first to know about changes that might affect your business, it allows your voice to be heard in shaping the industry's future, and it offers regular opportunities to rub shoulders with competitors and suppliers at events throughout the year.

Through our affiliation with the Construction Products Association,

it also provides you with additional information and influence on a wider stage.

We represent members' views to Government, the construction industry and the wider public on issues like building regulations, fire safety, health & safety, sustainability, and the promotion of timber in construction. We also take the lead in developing UK and European joinery standards.



## **BWF Engage: Information and advice**

We make sure you know what's going on in the industry and what's coming next, helping you cope with the increasing pace of change, advising you on what you need to do, and giving you the right information.

These services are all free of charge to members.

### **News Update**

Fortnightly BWF News Updates keep members up to speed with the latest developments in legislation and regulation, product standards, technology and innovation.

### **Advice and guidance**

We offer immediate free advice on all matters relating to employment and industrial relations, environmental issues, like sustainability and waste management, legal and contractual issues, taxation, and health & safety.

And if we don't have the answer straight away, we'll do what we can to find it.

### **Publications**

Our publications provide a further range of essential guidance for joinery companies, much of which is only available to members. They include a series of Machine Safety Cards, a Guide to Health & Safety in the Woodworking Industry, the Employer's Handbook and a number of model contracts, terms and conditions and policy guides.

### **Training and the WITForum**

We run the WITForum (the Woodworking Industry Training Forum), an industry initiative to address the skills gap, promote woodworking as a career, and work with training providers to ensure that qualifications are relevant and up-to-date for the demands of today's workshop.

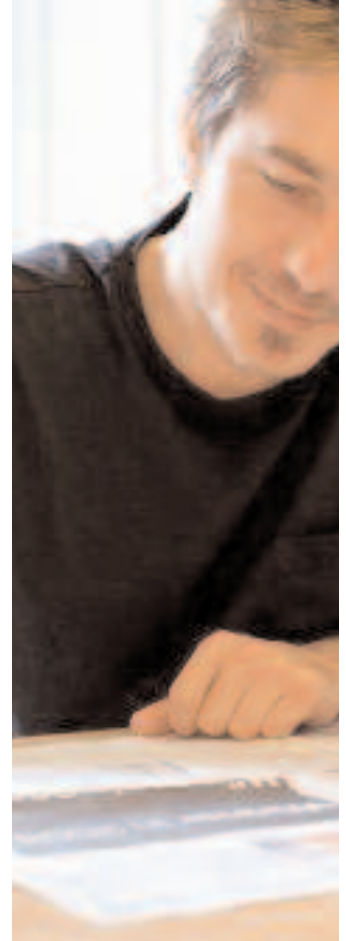


The WITForum offers a Timber Training Programme and Health & Safety workshops to update members on a number of essential topics.

Membership is free to BWF members.

### **Technical helpline**

A free technical helpline is available during office hours to provide support on issues relating to product manufacture, timber species, building regulations, British and European standards and product specifications and testing. Technical consultancy and inspections are available as part of Total Support Services.





## **BWF Engage: Total Support Services**

This recently launched range of services provides all you need to develop your company and products: a 'one-stop shop'. They offer the value for money and flexibility to suit the skills, price range, and needs of your company.

### **Chain of Custody**

Chain of Custody certification is becoming an industry standard, increasingly specified for central government, local authority, and private development contracts.

We run a Group Scheme for companies of 15 employees or fewer, and a consultancy service for larger businesses. This includes a factory visit to help set up the procedures and audits needed to achieve and maintain certification.

### **ISO9001:2000 QMS**

ISO9001 provides guidance on establishing a formal quality management process. Our package comes with guidance notes, a copy of BS ISO9001:2000, a template manual to be adjusted to fit your company, and on-site assistance.

### **Window Energy Ratings**

Window Energy Rating is one recognised method of assessing a window's total energy performance.

Our consultants will visit to assess your drawings and test evidence, offering advice on the products to test and how to get the best results. We will conduct simulations, have them independently assessed, and submit them for you to the BFRC.

We can also calculate whole window U-values.



### **Product testing**

Passing a test with a UKAS approved facility will give your product a competitive advantage. Our tests for windows and doors cover operation, weather performance, and security, including BS6375 Part 1 & 2, BS7950, PAS23 and PAS24.

Our consultants can visit to offer advice on what products to test and any likely failure points. Tests are carried out at UKAS accredited testing facilities.

### **Health & Safety**

To determine a company's current compliance and understanding of its responsibilities under the Health & Safety legislation, an inspection visit will be undertaken and a systematic plan for corrective action prepared.

### **Technical consultancy**

Our technical consultant can inspect a product to offer a professional opinion, and provide you with a letter or report to help in any negotiation or dispute.

### **ISO14001 EMS**

Achieving ISO14001 certification, an internationally accepted standard for implementing an effective Environmental Management System, demonstrates your company's environmental credibility. It allows you to assess your impacts and identify where reductions can be made, without compromising profitability. Our package comes with guidance notes, a copy of the standard, a template manual, and on-site assistance.

### **Insurance**

Benefit from special insurance rates.



## Fire Doors

The BWF-CERTIFIRE Fire Door & Doorset Scheme was established by a group of Prime Fire Door manufacturers, aiming to improve the standard of fire doors across the supply chain.

The Scheme has now expanded to include not just the market leaders in fire door manufacturing, but also indoor processing, ironmongery, intumescent seals and glazing systems, and, more recently, merchants through the BWF Approved Fire Door Centres network and installers through the FIRAS Scheme.

The Scheme operates as a partnership, combining the membership, lobbying and promotion skills of the BWF with the technical and certification skills of



Warrington Certifire Ltd. However, the members have always been the Scheme's managers, influencing strategic direction, promotion and activities. With over 200 members, the Scheme is the biggest in the market, representing the majority of fire doors sold in the UK.

The Scheme has its own publicity campaign, including PR, publications and attendance at key trade shows, and has been instrumental in establishing a nationwide network of Approved Fire Door Centres.



## Windows

### The Wood Window Alliance

We manage the Wood Window Alliance, an organisation dedicated to the promotion of high quality, high performance, sustainable wood windows, on behalf of its 50 plus members.

The Alliance provides an unprecedented level of marketing support, including major advertising and PR campaigns, a website with fully searchable database, consumer and trade publications, and attendance at key exhibitions.

Most importantly of all, the quality brandmark acts as a guarantee that an Alliance window meets independently audited quality and performance criteria.

For information on the benefits of joining and membership criteria, visit [www.woodwindowalliance.com](http://www.woodwindowalliance.com)

### The Timber Window Accreditation Scheme

We also run the TWA Scheme, the UK's leading window accreditation scheme, an ideal way to ensure membership criteria for the Wood Window Alliance are fully met.

Factory glazed windows are supported by the widely recognised BSI Kitemark certification.





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