



QUALIFIED APPLICATOR PROGRAM

**For the RTF 1000, RTF 1000A, RTF 1000EZ, RTFD and RTF 1000T (Series)
And All PROPACK® and/or POLYSET® ONE DISPENSING EQUIPMENT**

Polyfoam Products, Inc. would like to thank you for considering the use of our Foampro® RTF1000 Series PROPACK® and/or our POLYSET ONE Adhesive and dispensing equipment.

If you purchase any of our Refillable Cylinders using our Foampro® RTF 1000 Series dispensing equipment or choose to use our PROPACK® and/or our POLYSET® ONE dispensing systems, and haven't been previously trained to use the refillable or disposable dispensing equipment, you must participate in the Qualified Applicator Course. This course is designed to educate the installer, supervisor, project manager as well as any person(s) within your company that needs to better understand the adhesive set system

NOTE: Before you can begin installing tile with this equipment you must become a qualified applicator.

POLYFOAM QUALIFIED APPLICATOR POLICY

There is a **\$20.00 administration fee** to attend the training class. The \$20.00 charge pertains to new trainings, recertification training and replacement of lost cards. This charge will cover any training materials, and the processing and issuance of, the Qualified Applicator Card (if the attendee passes the training class). Any attendee not seeking a qualified applicator card, but desire education on the adhesive-set system will be issued an attendance certificate.

The applicator will have to participate in a classroom, as well as hands on training class. We offer classes in English and Spanish. Expect the classroom portion of the program to be approximately four (4) hours depending on the number of persons being qualified and/or if the class is in Spanish, English or both. There is **no charge** for the trainer's time or labor.

Also included, is the field training designed to show how to properly set up the equipment, and to properly calibrate the Foampro® RTF equipment including discussion on the placement of the adhesive for the various profiles of tile. Both the classroom and the field-training portion of the class should be completed at the same time. However, certain circumstances may require a variation from this recommendation. The QA training will take approximately four (4) hours to up to 3 days or longer depending on the dispensing system, project condition or ability of the trainees.

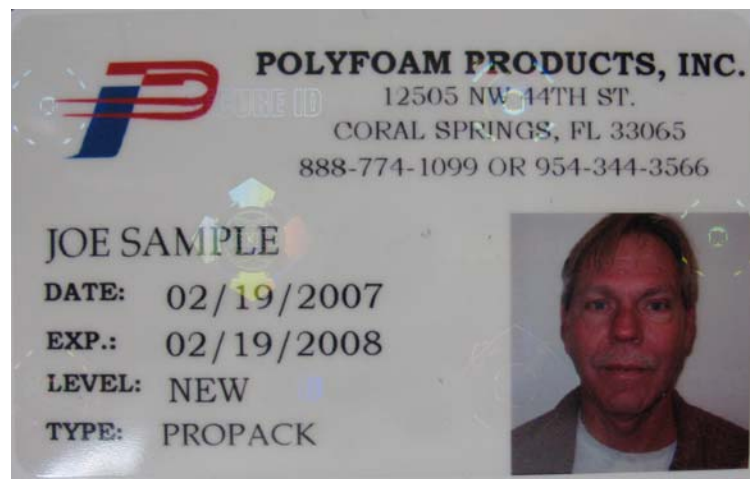
After completion of both phases of the training course a Qualified Applicator Test will be given to each participant. The calibration section must be 100% correct and at least 75% of the remaining portion of the test answers correct. Once you have completed the test and passed the hands-on portion of the test, you will

be issued a Qualified Applicator (QA) Card with your photograph on the front side of the card. Proper identification is required before a QA card is issued. **This card is issued to the applicator not the Roofing Contractor's Company** since the tile applicators switch from company to company. The QA card is issued for a period of one (1) year with a level classification labeled new on the front side of the card. The expiration date is listed on the front side and the back side of the card. Also, on the backside of the card, the expiration date is embossed in a florescent stripe to indicate a new trainee. After one (1) year this card becomes null and void and the applicator must be retested. Once completed and passed we will update the applicator with a new level classification, as a recert, indicating the applicator has been recertified. We will present any changes in the equipment, application improvements or any code changes pertinent to the adhesive application process. The recert QA card will be reissued for a period of two (2) years and will not have a florescent stripe on the back side of the card. There are different cards for the different dispensing systems. Once qualified for a specific system you cannot use another dispensing system unless you have passed the appropriate QA training class for that dispensing system. On the backside of the card will show a photo of the system or systems you have been qualified to operate.

The QA cards should be on the job site for any adhesive installation. There must be at least one approved Qualified Applicator on the job at all times. It is highly recommended and more municipalities are requiring, the person dispensing the adhesive to be a qualified applicator. The Building Official may request to see the approved and validated QA card. So be sure to carry the QA card on all adhesive installations. If you do not have your QA card at the job or project, the inspector has the right to stop any further installation of tile until proof of qualification is presented to the building official.

All training classes must be coordinated with our office for proper scheduling. **We need approximately a two-week notice to properly coordinate the scheduling.**

EXAMPLES OF QUALIFIED APPLICATOR CARD



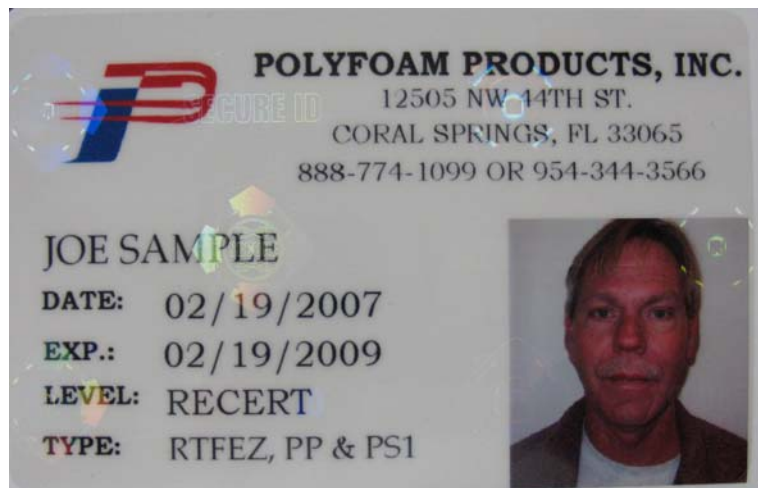
Front side

A new trainee QA Card showing trainees name, date tested, one year expiration date, trainee level and type of equipment trained on and security holograms.



Reverse side

A new trainee QA Card showing ID Tracking number, Photograph(s) of type of equipment trained on (can be one, two or all three dispensing systems, expiration date embossed on a fluorescent orange box indicating a new trainee and security holograms.



Front Side

A Recertification QA Card showing trainees name, date tested, two year expiration date, trainee level and type of equipment trained on and security holograms.



Back Side

A Recertification QA Card showing ID Tracking number, Photograph(s) of type of equipment trained on (can be one, two or all three dispensing systems), expiration date **without** the embossed fluorescent orange box and security holograms.

POLICY NOTE: If a Qualified Applicator has been found to be at fault with any installation, the QA card will be revoked and the applicator will have to attend another Qualified Applicator Training Class to be re-trained. All re-trained applicators must follow the same requirements as mentioned in the new trainee section of this document. If an applicator is found to be at fault a second time, the Qualified Applicator Card will be permanently be revoked and the applicator will no longer be allowed to be a qualified applicator of our product.

The following is a list of what is needed and expected by the roofing contractor before the qualification class and the first use application meeting can occur. There is no charge for the qualification class or for the first use application training as long as the following conditions are met:

1. A driver carrying a CDL license, Class C or higher with a Hazardous Materials endorsement if you are going to transport any containers weighing 1000 pounds or more (1 set of 60-gallon containers or more). This is not necessary if you plan to carry 1 or 2 sets of 17-gallon containers.
2. A vehicle or trailer with the proper capacity for transporting the materials, with the means to properly secure the chemicals and nitrogen for transportation. Remember to include all other materials and equipment like the compressor (if necessary), nitrogen tanks etc
3. POLYPRO[®] AH160 Roof Tile Adhesive. (PROPACKS[®] or refillable cylinders as applicable)
4. Nitrogen Bottled gas – (2) each of the 100 or 300 cubic foot capacity. Two bottles should be at the job site. One for use and one will be used as a backup if you run out in the field.
5. **When preparing for the applicator training class be sure the following is ready prior to the Polyfoam Technical Representative showing up at the job site:**
 - Make sure crew who will be using the equipment is at the job site on time.
 - Make sure the roof is marked off and chalked to speed up training. Otherwise you will be spending most of the time moving tile and snapping lines not laying tile with foam.
 - Make sure the tiles are roof loaded properly.

6. Make sure the eaves closure is there with the proper tools and equipment to install it.
7. Tools and Equipment - to properly maintain the equipment and for setup and dismantling the equipment.
 - A small plastic container with a screw on top to store the plastic pour nozzles in after each use.
 - A garbage container and plastic bags for calibration and purging of the gun.
 - The following items are **required** on the day of testing:
 - **2 each - 12" crescent wrenches**
 - **1 each - flat screw driver**
 - **1 each - channel lock pliers 10" or 12"**

Note: The following items are needed for the person or persons maintaining the equipment on a day-to-day basis.

- 1 each – Phillips and Flat screw driver
- 1 each - snap ring pliers large and small
- 1 each - folded hex key set
- 1 each - wire cutters for 24 gauge wire (if applicable for the RTF1000T)
- 1 each - multimeter tester (if applicable for the RTF1000T)
- 1 each - needle nose pliers
- 1 each - small side cutters (if applicable for RTF1000T)

For the RTF1000 and RTF1000T (air driven guns) the following will be needed in addition to the above.

8. A compressor capable of dispensing 100 to 125 PSI with a moisture separator and filter, an air compressor, five horsepower or larger. Take into account whether or not you will be running one or two FOAMPRO[®] guns per compressor. Remember most of the day the air to dispense the chemical to the roof deck will be on constantly.
9. Make sure the Ratio Calibration Log Sheet (see page 4 of 4) is available and is filled out on a daily basis when the adhesive is being used. The Ratio Calibration Log Sheet shall be available upon request to any Building Official.

The gross weight for a set of Polypro[®] AH-160 chemicals is as follows:

17 Gallons: - 404 pounds	60 Gallons: - 1580 pounds
120 Gallons: - 2803 pounds	350 Gallons: - 8600 pounds

NOTE¹: NON-FLAMMABLE GAS AND 1956 PLACARDS MUST BE DISPLAYED ON ALL FOUR SIDES OF THE VEHICLE /TRAILER WHEN CYLINDER WEIGHT EXCEEDS 1000 POUNDS

** Training classes must be scheduled 10 days in advance for new startups. If you must cancel please do so 24 hours in advance. **You will be rescheduled as soon as the Polyfoam representative's schedule will permit.**

