

CONTRACTOR CERTIFICATION PROGRAM

May 4, 2026

Implemented by:

The Steel Framing Industry Association (SFIA)

Members and Associate Members



DISCLAIMER

A concerted effort has been made to select appropriate standards and to develop a reliable *Contractor Certification Program*. The Steel Framing Industry Association makes no representation, warranty or guarantee in connection with the standards or the *Contractor Certification Program*, and expressly disclaims any liability or responsibility for loss or damage resulting from participation; for any violation of federal, state or municipal regulations with which the underlying standards may conflict; or for the infringement of any patent from the use of the code-referenced standards.

No patent rights are implied by participation in the *Contractor Certification Program*. Nothing contained in the *Contractor Certification Program* is to be construed as granting any rights, by implication or otherwise, for the manufacture, sale, or use in connection with any method, apparatus or product covered by letters patent, nor as insuring anyone against liability for infringement of letters patent.

PREFACE

The Steel Framing Industry Association (SFIA) developed the *Code Compliance Certification Program* to verify that products installed by SFIA member companies meet the manufacturer's installation requirements of the building code. While building codes vary by jurisdiction, this program follows the most recent international standards published by the International Code Council, the most widely recognized building code authority in North America.

The use of steel framing products in building construction is an intelligent choice with benefits to the contractor, designer, owner, and environment. The SFIA is dedicated to helping all stakeholders in our industry to be more successful by unifying the industry and expanding the market for the use of cold-formed steel framing systems through promotion, advocacy, education and innovation.

Table of Contents

SCOPE	4
A. Certification Process Overview	4
B. Program Guidelines	5
Eligibility	5
Enrollment	6
Becoming Certified	6
Maintaining Your Certification	6
Enrollment Fees	7
Recertification Fees	7
Designated Responsible Individual (DRI)	7
Examination	8
Exam Study Materials	8
Code of Ethics	8
Safety Program	8
Quality Program	8
Observation Report	9
Continuing Education	9
Conflict Resolution	10
Appendix:	
Appendix A: Certification Checklist	12
Appendix B: Application	13
Appendix C: Code of Ethics Affidavit	16
Appendix D: Quality Assurance System Affidavit	17
Appendix E: Safety Affidavit	18
Appendix F: Structural Framing Observation Report	19

SCOPE

The *program requirements* listed herein are part of a *Contractor Certification Program* developed by the Steel Framing Industry Association (SFIA) for cold-formed steel framing. These *program requirements* are *verified* by the SFIA Certification Program Manager and independent Professional Engineer, and enforced by the *Compliance Committee*, made up of SFIA members. This *Compliance Program* forms part of an agreement between participating SFIA member contractors and contractor/manufacturers (*Licensees*), the Steel Framing Industry Association (*Association*) and the *Administrator*.

Under the *Contractor Certification Program*, a *Contractor* certifies that the installation of cold-formed steel structural framing meets or exceeds the requirements of the *applicable building codes* and referenced *applicable standards*.

Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable. Where, in any specific case, different sections of this document specify different requirements, the most restrictive shall govern.

A. CERTIFICATION PROCESS OVERVIEW

A.1 INTRO

The Steel Framing Industry Association (SFIA) has developed several important programs that promote cold-formed steel framing including Certified Structural Contractor, Certified Truss Fabricators, Certified Wall Panel Fabricators, Code Compliance Certification Program (cold-formed steel framing products), and Manufacturing Compliance Certification Program for Connectors for Cold-Formed Steel Construction. This program is specific for Contractor Certification.

A.2 ENROLL

To begin the certification process, please complete the enclosed application form, Appendix B, which identifies a designated responsible individual (DRI) and includes a signed affidavit agreeing that you will adhere to the Steel Framing Industry Association (SFIA) Code of Ethics. During the certification process, additional affidavits must be provided to affirm that you have a quality management system and a safety program in place, including the names and contact information for the individual(s) responsible for these functions.

Please note that contractors must be members in good standing with the SFIA to enroll in the program. There is no single "corporate-wide" certification – contractors with multiple offices must enroll each separate office in the program.

All applications must be approved by the SFIA Executive Director. Certification is valid for two years from the date of enrollment and can be extended for additional unlimited two-year terms.

A.3 BECOME CERTIFIED

Pending approval of the application for certification and payment of enrollment fees, you will be given access to the first step along with a list of documents needed for support in the

certification process, which is an online examination that tests your knowledge of cold-formed steel products and installation practices. Only the DRI may take the exam.

Enrollees must also demonstrate proficiency in the type of certification for which they are applying. The requirements of each certification are listed in the Appendices.

For more information, please see the "Commonly Asked Questions" document included in this enrollment package.

A.4 MAINTAIN YOUR CERTIFICATION

Renewal of the SFIA Contractor Certification Program (PROGRAM) Certification requires that the DRI at each Certified site confirm their status and obtain a new Letter of Observation within three months of the certification term expiration date. There is a 30-day grace period for renewal.

Notification to SFIA within 30 days if the DRI has changed. The new DRI must take the exam and pass it within 60 days to maintain certification for a total of 90 days grace period.

One of the principles of the PROGRAM is that Certified Contractors are committed to continuous improvement. For this reason, all renewing company's DRI must submit a record that documents a minimum of five hours in additional training in project management, installation, or other educational courses that are pertinent to cold-formed steel for certification type enrolled. Please note that continual education (CE) credits are not required for initial certification.

B. PROGRAM GUIDELINES

The PROGRAM enables professional contractors to distinguish themselves in the competitive landscape through their knowledge of the fundamental principles of construction with cold-formed steel, ability to demonstrate a proficiency in installation, commitment to safe and ethical practice, and their pursuit of continuous improvement.

The PROGRAM offers the Structural Contractor.

B.1 ELIGIBILITY

B.1.1 Each company or subsidiary that installs cold-formed steel framing must have:

B.1.1.a At least one DRI who has passed an SFIA cold-formed steel (CFS) exam.

B.1.1.b A signed affidavit that signifies adherence to the SFIA Code of Ethics.

B.1.1.c A signed affidavit signifying compliance to the SFIA Quality Assurance System.

B.1.1.d A professional engineer's stamped observation report on fabrication and/or installation within the provisions of the SFIA Observation Protocol for the type of certification applied for.

B.1.1.e Documentation on the safety program in practice.

B.1.1.f Eligible Structural certified companies must be SFIA member in good standing. AWCI membership is encouraged but not mandatory.

B.1.2 All applicants must take an online test for certification in cold-formed steel construction. In addition, applicants must obtain a third-party observation report detailing their knowledge and expertise in CFS construction prior to obtaining certified status. For more information regarding the certification program, please email the Certification Program Manager, at info@steelframing.org.

B.2 ENROLLMENT

B.2.1 To begin the Certification process, applicants will complete the application form, which identifies the DRI, and a signed affidavit that the company will adhere to the SFIA Code of Ethics. During the Certification process additional affidavits must be provided to affirm that the applicant has a Quality Management System and a Safety Program in place, including the names and contact information for the individual(s) responsible for these functions.

B.2.2 Please note there is no “corporate” Certification and companies with multiple offices must enroll each office in the program.

B.2.3 All applications for the SFIA Contractor Certification programs are approved by the SFIA Executive Director.

B.2.4 The enrollment period is from January 1 through December 31st. Should contractor enroll for first time between July 1st through December 31st, the certification will be active through December 31st of the subsequent year.

B.3 BECOMING CERTIFIED

B.3.1 Upon approval of the Application for Certification, the enrollee is then given access to the first step in the certification process, which is the online examination that tests the DRI’s knowledge of the basic principles of cold-formed steel products and installation. (note: only the person designated as the DRI may take the exam).

B.3.2 Enrollees must also demonstrate proficiency in the type of installation or fabrication certification they are applying for. This skill is documented by an on-site observation report prepared by a licensed professional following the provisions of the SFIA Observation Protocol for installation for the type of certification applied for within six (6) months from enrollment.

B.3.3 Upon submission of the Quality Management System and Safety Program affidavits, an Observation Report with the Engineer’s seal, and successful completing the exam, the SFIA will issue a Letter of Certification along with materials the company can integrate into its marketing program. In addition, the SFIA will begin promoting awareness of the company’s achievements.

B.4 MAINTAINING YOUR CERTIFICATION

B.4.1 The term of the PROGRAM Certifications is two years. During the Certification year the enrollee must uphold the Code of Ethics, maintain quality and safety programs, and ensure that a certified DRI is employed at every Certified location within the program guidelines.

B.4.2 One of the principles of the PROGRAM is that Certified Contractors are committed to continuous improvement. For this reason, all renewing companies must submit a record that the DRI has received a minimum of 5 hours per year (10 hours for the duration of the Certification term) in additional training in project management, installation or other educational courses that are pertinent to cold-formed steel framing and construction.

B.5 ENROLLMENT FEES

B.5.1 Refer to pricing in the application. Test fee is included with initial certification. Additional fees apply only when certifying multiple locations.

B.5.2 There is a discount offered to firms with multiple offices. Should they apply at the same time, they will get one location free for every five locations that are enrolled in the program.

B.5.3 In multiple locations contractors may opt to vary the level of certification based on location. Renewable fee defaults to structural level.

B.6 RECERTIFICATION FEES (EVERY OTHER YEAR)

Refer to pricing in the application. Test fee is included with the certification. Additional fees apply only when certifying multiple locations.

B.7 DESIGNATED RESPONSIBLE INDIVIDUAL, DRI

B.7.1 Sits for the SFIA Tests

B.7.2 A certified DRI designated for each location

B.7.3 The DRI stays with firm. Should the individual leave the company or change roles within the company:

B.7.3.a Firm has 90 days to establish new individual with successful testing completed

B.7.3.b Should the firm not appoint new DRI individual within allotted time, certification of the firm at that location is terminated

B.7.4 Should a contractor lose a DRI, notification shall be submitted to SFIA within 30 days and the contractor has an additional 60 days to re-establish that individual.

B.7.5 Empowered by firm to provide oversight on

B.7.5.a Quality

B.7.5.b Safety

B.7.5.c Local Codes and Standards relating to CFS

B.7.5.d Basic design considerations for CFS (structural)

B.7.5.e Basic installation considerations for CFS (structural).

B.8 EXAMINATION

- B.8.1 Examination taken online
- B.8.2 There are exams for each of the certification levels requested
- B.8.3 Passing grade: 85%
- B.8.4 Test must be completed in one sitting
- B.8.5 Time limit for completion – 90 minutes for the total exam
- B.8.6 Results are not open to interpretation or negotiation
- B.8.7 Test fee is rolled into enrollment fee, refer to the application.

B.9 Exam Study Materials

The certification exams require a strong working knowledge of cold-formed steel construction principles and techniques. The following are recommended reference materials to help you prepare: Reviewing the following documents can be valuable aids in preparing for the Basic Structural tests:

- B.9.1 AWCI Primer on Cold-Formed Steel Framing
- B.9.2 SFIA Technical Guide
- B.9.3 ASTM C754
- B.9.4 ASTM C955
- B.9.5 ASTM C1007
- B.9.6 AISI S240
- B.9.7 AISI S202

B.10 CODE OF ETHICS

- B.10.1 Included with application form
- B.10.2 Annual renewal
- B.10.3 Signed affidavit by officer of firm and DRI

B.11 SAFETY PROGRAM

- B.11.1 Require safety program per each office location
- B.11.1 Identify local Safety Manager by title or function per each office location
- B.11.1 Require safety training education per location
- B.11.1 Affidavit from local DRI

B.12 QUALITY PROGRAM

- B.12.1 Quality program per location
- B.12.2 Identify local Quality Manager by title or function per each office location

B.12.3 Follow SFIA Quality Management System

B.12.4 Affidavit from local DRI

B.13 OBSERVATION REPORT

B.13.1 Bi-annual report on actual project under construction with significant work completed and still accessible for inspection

B.13.2 Observation for the structural certification level sought

B.13.3 30 -day grace period for observation report at renewal, but only if no projects available for observation at time of renewal

B.13.4 Contractor must alert SFIA of any time issues related to due date 30 days prior to actual date

B.13.5 SFIA to review and render decision on potential extension to due date

B.13.6 Must be performed by licensed professional of contractor's choice who has experience with cold-formed steel framing

B.13.7 Contractor is responsible for Engineer's fee

B.13.8 Engineer's report will only document a successful observation in compliance with approved shop drawings to verify installation and not evaluate the design

B.13.9 Report submitted with renewal papers

B.13.10 Follow SFIA Guidelines for observation

B.14 CONTINUING EDUCATION

B.14.1 The DRI has the responsibility to complete 5 hours of documented education annually

B.14.2 Submit the list of completed courses with the renewal application

B.14.3 SFIA to review submitted coursework and render judgement on applicability within 30 days

B.14.4 Course content could be any topic specific to construction

B.14.4.a Content example

B.14.4.a.I Cold-formed steel framing

B.14.4.a.II Construction law/contracts/bonding

B.14.4.a.III Construction liability and insurance

B.14.4.a.IV Building sciences

B.14.4.a.V Lean construction practices

B.14.4.a.VI Quality management

B.14.4.a.VII Safety

B.15 CONFLICT RESOLUTION

B.15.1 If any conflict exists, the Contractor and/or Administrator can request resolution through the Compliance Committee

B.15.2 The oversight on non-compliance issues remains with the SFIA Compliance Committee and the committee may consult with contractors, truss fabricators, and/or wall panel fabricators to provide subject matter input.

B.15.3 Contracting firm has 90 days to eliminate infractions prior to termination of certification at the location with the infraction.

APPENDIX

Appendix A:
CERTIFICATION CHECKLIST

1. Enroll
 - Complete and submit the application
 - Pay the initial program fee
 - Assign “Designated Responsible Individual(s)”
2. Successfully Complete the Exam for requested certification
3. Submit Required Documentation:
 - Code of Ethics affidavit
 - Quality management system affidavit
 - Safety affidavit
4. Demonstrate Proficiency
 - Have an on-site observation and subsequent sealed “observation Report” completed by a professional engineer meeting the requirements of the program
 - Follow the SFIA protocol and report template

Appendix B:
Application

SECTION ONE: LOCATION INFORMATION

This is for the company location applying for the SFIA Contractor certification:

Company (Full Legal Name):

Company Address:

Phone Number:

Website (if applicable):

Confirm that you are an SFIA member.

Are you currently a member of the AWCI?

SECTION TWO: CORPORATE CONTACT PERSON

Contact Name:

Job Title:

Email:

Direct Phone Number:

SECTION THREE: DESIGNATED RESPONSIBLE PERSON(S) (Please designate one person per office)

Location:

DRI Name:

Job Title:

Phone:

Email:

Certification for: Contractor/Installer Structural

Location:

DRI Name:

Job Title:

Phone:

Email:

Certification for: Contractor/Installer Structural

Location:

DRI Name:

Job Title:

Phone:

Email:

Certification for: Contractor/Installer Structural

SECTION FOUR: AFFIDAVIT

Please read and sign the following affidavit:

I certify that the information in this application is true and accurate. I understand that this company listing as an SFIA Certified Structural Contractor is contingent upon maintaining the requirements listed herein. Further, if this company is not able to maintain the stated eligibility after a two-month grace period, I agree to notify the SFIA and agree to suspension of the recognition, and I will not represent the company as a SFIA Certified Structural Contractor by displaying the certificate or by any other means.

Contact Name (DRI):

Job Title:

Email:

Phone:

Signature:

SECTION FIVE: PAYMENT OF APPLICATION FEES

The nonrefundable enrollment fees are as follows:

- \$750 structural Contractor certification per location
- \$300 per additional office per certification

The nonrefundable renewal fees are as follows:

- \$495 structural Contractor certification per location
- \$200 per additional office per certification

Payment may be made via check payable to "SFIA" and mailed to:

SFIA

513 West Broad Street, Suite 210

Falls Church, VA 22046

ATTN: Professional Structural Contractor Certification

Please include "contractor certification fees" in the payment description.

To pay with a credit card, please call us at (703) 538-1613.

Please note: certification is pending SFIA receipt of a completed application and cleared check, signed Code of Ethics, Affidavits on Safety Program and SFIA Quality System, and Professional Engineer's Observation Report with stamp, and approval from the SFIA Technical Director. Please email any questions to the Certification Program Manager at info@steelframing.org.

Appendix C:
Mandatory requirement
CODE OF ETHICS FOR SFIA MEMBERS

The Company shall maintain the eligibility requirements for each year the company holds the PROGRAM Certification and will notify SFIA if the location is unable to maintain compliance for more than two months.

The Company shall make it known to its employees that they are adopting industry accepted application means and methods as outlined in the PROGRAM.

The Company shall support employees as they abide by the Code of Conduct associated with their personal credential.

The Company shall act in a professional manner and accurately represent the qualifications of an SFIA Certified Structural Contractor to its clients and the industry in general.

The Company shall give accurate, unbiased responses when the service includes advice.

The Company shall avoid any involvement, activity or influence that might conflict with the best interests of all parties.

The Company shall stay informed of new guidelines, standards, codes and procedures for the installation of cold-formed steel framing.

I agree to uphold both the requirements and the spirit of this Code and abide by its intent. I understand that failure to do so may have consequences, including loss of the corporate distinction.

Name (print)

Officer of company

Title

Signature _____ Date

Name (print)

DRI of company

Signature _____ Date

Please sign and return with your SFIA Certification application.

Appendix D:
Mandatory requirement
SFIA QUALITY ASSURANCE SYSTEM AFFIDAVIT

Our Company is committed to the quality workmanship, performance, and durability of the constructed product. To this end, we pledge:

- My Company has established Quality Assurance system policies, and these practices and procedures will be followed at all times.
- We will comply with applicable construction codes, regulations, safety requirements, and good workmanship practices.
- We will fulfil contract requirements in their entirety.
- All crews will work under the direction of Qualified Crew Leaders.
- All inspections will be performed by a Qualified Inspectors.
- We will pursue continual improvement toward the prevention of defects.

I certify that the information in this affidavit is true and accurate. I understand that this Company listed as the SFIA Certified Structural Contractor is contingent upon maintaining the quality assurance requirements listed herein.

Owner/Officer Signature:

Print Name:

Title:

Date:

DRI Signature:

Print Name:

Title:

Date:

Appendix E:
Mandatory requirement
SFIA SAFETY AFFIDAVIT

Our company is committed to making a safe work environment. To this end, we pledge:

- My Company has established safety management policies, and these practices and procedures will be followed at all times.
- We will have on staff, by title or function, an individual who provides oversight and administers our safety program.
- Our safety program will include ongoing safety training appropriate for all employees.
- We will document and monitor the effectiveness of our safety program.
- We will develop jobsite-specific safety plans.
- We will provide knowledge and access to the appropriate documents that meet this requirement.

I certify that the information in this affidavit is true and accurate. I understand that this Company status as a SFIA Certified Structural Contractor is effective for two calendar years, and is contingent upon maintaining the safety requirements listed herein.

Owner/Officer Signature:

Print Name:

Title:

Date:

DRI Signature:

Print Name:

Title:

Date:

Appendix F:

Mandatory requirement

SFIA OBSERVATION REPORT PROTOCOL STRUCTURAL FRAMING

GUIDELINES FOR THE INSPECTOR

1. On site Observation Report by Recognized Engineer (PE) with at least 5 years experience with cold-formed steel framing assemblies.
2. The inspector should complete the observation report when adequate representation of the cold-formed framing assemblies are visible to be inspected to confirm compliance with the design.
3. Observation Report to be submitted prior to issuance of certification and within the 6 months prior to certification expiration date
4. Not everything on the following list must be observed. However, there are some key items that must be evaluated.

Structural applications, including:

- i. Walls, floors, and roof interface
- ii. Framing alignment
- iii. Fasteners and connections
- iv. Rough openings
- v. Shear walls

4. When reviewing an installation, first establish the area to be inspected on the project location and limit observation to that area. For example:

- i.e. Third floor, Northwest Corner, specific wall type, floor type, or roof type
- Observe installation practice with no comments as to design

5. Limitations:

- This guide is limited to cold-formed steel framing that can be verified.
- This guide is limited to approved products contained in the Steel Framing Industry Association

Nonstandard/proprietary products may have certain limitations and requirements beyond the scope of this document, but which are provided in manufacturer literature.

- This guide is limited to conventional framing practices with stud, joist, and truss framing spaced at 24" on center or less.

This guide should only be used as an aid to observe **structural cold- formed steel framing installations**. It is not intended to approve installation as to project design or to meet local building code requirements.

Observation Checklist for Structural Applications

Note: The observation is intended to verify the installation and not evaluate the design

SFIA Contractor and DRI:

About the Project / Assembly Inspected

Project Name/Identifier:

Location:

Date of Observation:

1. Observe Cold-formed steel fasteners

- Screws, pins, welds, bolts
- Appropriate for condition
- Proper installation

Comments:

2. Observe Floor, Roof and Ceiling Framing

- Plumb
- Meets bearing requirements
- Stiffeners and compression blocking
- Joist and rafter bracing
- No splicing of joists or rafters
- Are cantilevers and openings framed properly
- Truss installation meets requirements

Comments:

3. Observe Wall Framing

- Are studs seated in track properly?
- Is stud alignment as required
- Adequate Foundation connections
- Stud bracing
- No stud splicing
- Oversized holes or other trades compromising the studs

Comments:

4. Observe Curtain walls – if any

- Adequate slip connections

Comments:

5. Observe Shear Walls

Sheathed Walls

- Correct panel type
- Roof diaphragm boundary
- Roof Blocking
- Panel sheathing boundary and field fasteners
- Bottom track connection
- Floor rim track to top of wall connection
- Foundation track connection
- Hold-downs

Comments:

"X-Braced" Walls

- Diagonal straps installed taught even after load applied
- Track and rim track connections

Comments:

Misc.

- Head of screws or pins properly seating in sheathing
- Sheathing is installed with continuous strap of approved blocking detail
- Edge fasteners at multiple studs connected to hold-down device
- Bottom track connection to foundation or structure
- Blocking and/or shear transfer connections
- Shear walls have boundary studs
- Hold-down devices as required
- Anchor bolts properly installed

Comments:

6. Observe Built-up beams and girders – if any

- Installed properly
- No penetrations unless called out in design
- Beam stiffeners

Comments:

7. Floor and Roof Trusses installation – if any

- Truss panel points
- Truss orientation
- Truss-to-wall connections
- Truss bracing
- Truss anchorage
- Shear connections

Comments:

Attestation/Seal/Signature/Date: