

## MARK OF SUCCESS

The GAI has unveiled plans for marketing and promoting the **GuildMark** scheme in the coming weeks and months. The GAI now has the tools to give the scheme a big push – including the specially designed brochure which is included in this issue of Guild News.

The GAI has had 60,000 copies of the six-page GuildMark brochure printed and has put together a schedule of mechanisms to get the brochure out to the marketplace:

- It was inserted in the Spring AJJ.
- This will be repeated in the Summer issue which will go out to a brand new mailing list giving the magazine new audiences and impetus.
- It will be inserted in the 10,500 circulation of the Architects Journal in the 11th June issue. This will allow it to reach all of the AJ's bang up-to-date readership.
- The GAI will be distributing the brochure at conference, Institute meetings, exhibitions and GAI events.
- Every GuildMark member company will be given 1000 brochures free of charge, plus a high resolution pdf for e-marketing purposes.



Gary Amer, the GAI's Chief Executive outlines other plans for promoting GuildMark. "As well as the brochure, we are working hard to get the GuildMark message out into the marketplace. We are at an advanced stage of discussion with the RIBA to produce a RIBA Accredited GuildMark CPD module and therefore join their CPD Providers Network. This will be given to GuildMark member companies to

present to customers and at RIBA regional councils.

"We are also updating the GAI website to give the GuildMark more prominence. This will become increasingly important as the RIBA begins sending out its programme of architectural ironmongery technical bulletins to its members."

The GAI continues to support and promote the GuildMark scheme through the pages of the AJJ, Guild News, through our ongoing PR programme and presentations at Institute branches.

"We are now in a position to work with member companies to give the GuildMark some real, fresh, momentum by working together to promote its benefits," concludes Gary.

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gary's view

**A**t the GAI's Annual General Meeting on the 23rd May,



Shafiq Sharif, Chairman of the Communications Committee, announced to members that a survey of GAI and IAI members was to be undertaken in June.

There is a separate survey form for each of the member groups and the appropriate version accompanies this Guild News issue.

I entirely concur with Shafiq's view that it is most important to understand the feelings, needs and wants of members, and any other comments you may wish to make relating to your experience as a GAI or IAI member.

Your feedback is invaluable so please be honest in your responses. With this candour we can be more certain that we are developing appropriate services and taking the GAI/IAI in the right direction, and therefore reflecting this in our business planning activity.

I hope you will find the time to complete the survey and make an important contribution to the future of the Guild.

You will find on both documents that there is provision to enter your personal details. This is not compulsory, all feedback is valuable, but does offer the chance to win a case of wine, from a draw, for sharing your thoughts and time.

I genuinely await your input.

Gary Amer Chief Executive

gai gild of architectural ironmongers

Level 1 hinges  
1 Introduction

**How to use this manual**

The Manual has been divided up into Sections covering specific aspects of hinges. Within most Sections, there are further sub-divisions.

It will help you to absorb and remember information if you take one "chunk" of material at a time, and study it thoroughly. Create a timetable for your progress through this and other Level 1 Manuals, to ensure that the work is done before the last minute. The same qualities that make a good business person also make a good student - purpose, planning, and time-management.

**Learning Check**

At the end of each topic, there are questions to help you check your progress. They will help you to find out if you have properly understood the material, and sometimes they challenge you to apply what you have learned to a real situation. Have paper and pencil by your side whilst doing these exercises, so you can practice putting answers in writing. The Feedback Section lets you check your answers against those that we thought of, or would expect you to provide. The learning checks can be helpful in your revision, as they will test what you have retained from your studies.

**Application Activity**

Can you gather information from the right sources?  
Can you identify products which match the topic you're studying?  
Can you sift and sort manufacturers' information?

**Learning check**

Can you remember the important details from this section?  
Can you apply the new knowledge to real life in supplying door hardware?  
Can you explain what you know to others?  
Please refer to the Feedback section at the back of this manual to compare your answers

**Application Activity**

These also come at the end of some topics. They are designed to help you widen your experience beyond the pages of the manual. Sometimes they challenge you to think of possibilities for yourself, rather than spoon-feeding instant answers. Sometimes they encourage you to do some research which will back up what you are learning in the manual. It should also help you to appreciate the diversity of products from a variety of manufacturers. Those of you who have internet access will find this an instantly rewarding activity. Those who have to rely on catalogues will get the same benefit, perhaps a little slower, but with hard copy they can mark up.

**Note box**

These boxes highlight some information which is important to the understanding of the topic. It's just a way of helping you to remember more easily.

**Note**

We want to draw your attention to this bit of information. You need to be aware of it.

**Top Tip**

This is a bit of information that might come in useful sometime.

**Top tip**

Top tips are extra bits of information that are helpful in everyday dealings with ironmongery.

# OPEN DOOR POLICY

Chairman of the GAI Education Committee, Keith Maer, has announced some substantial changes to the way that students learn and access coursework on the GAI education programme.

First he announced that the programme to change the manuals to an open learning style is well underway with the first ones being introduced for students enrolling on Level 1 in the 2008-09 academic year. From September 2009, the manuals will be available on a memory stick - a format which is not only easier and quicker for students to access, it is also environmentally advantageous.

Coursework will also be available online for the first time in 2009-10. Level 1 students can, at their own pace, work through the coursework online, submit it electronically for online marking. This move is in line with modern teaching and learning methods and will allow the GAI education process to become even more efficient.

## ACCESS ALL AREAS

The GAI has issued guidance to specifiers on the new BS 8300:2009 - the new standard which aims to clarify and consolidate all the standards relating to accessibility for all. This area, which has long been a source of confusion for stakeholders, can now be found in one single document which is precise and explained by the latest GAI Technical Update.

The original Code of Practice often identified issues and problems, without providing solutions or guidance in how to solve them. This was further exacerbated by the amendment of Approved Document M - Access To And Use Of Buildings, in 2004, as this included conflicting guidance, most noticeably concerning opening forces and visual contrast. Even after an amended version in 2005 the industry felt that a better understanding of the impact this Code of Practice has on users, designers, specifiers and manufacturers, and the availability of new information and data, warranted a complete overhaul of the Code.

In February 2009 a fully revised version of the Code of Practice was published, following a comprehensive overview of the content. This document includes heavily modified guidance on ironmongery and doors.

The new GAI Technical Update explains the changes, highlighting areas which AIs and specifiers need to take new account of and illustrated with diagrams and pictures which explain the changes

The Technical Update is available free of charge from the GAI's Stepney Green head office, or for download at [www.gai.org.uk](http://www.gai.org.uk)



## instituteagm

# CULMINATION OF A SUCCESSFUL YEAR

The 2009 Annual General Meeting of the Institute – sponsored by Kaba, Allgood, Royde & Tucker and GEZE – was the best attended ever, the culmination of a successful year for the Institute during tricky times for many members.

Chairman Andy Howland rounded up a busy year for the Institute. He outlined progress which has been made in setting up an Institute branch in Ireland. Meetings have been held and it is clear that there is a real desire for a branch to be set up. There is still some work to do in finding a chairman

and establishing a programme of meetings in the north and south. Anybody who is interested in getting involved can contact Andy at [a.howland@geze.com](mailto:a.howland@geze.com)

The Institute has also put a lot of time and effort into updating and improving its portfolio of CPD presentations – all part of an initiative to encourage more members to attend monthly meetings.

The Institute web site is also up and running with a new look and regularly updated calendar of events: [www.iai.uk.com](http://www.iai.uk.com)

## CLOSER TIES

Once again this year's Institute AGM heard from the President of the Guild, representing the ever closer ties and cooperation between the two organisations.

President Andrew Hall spoke with conviction about his plans for the Guild and called upon the Institute to support and assist with the changes the organisation is putting into place and to really get behind the GuildMark scheme.

The GAI is making a particular effort in 2009 to promote and inform members about the benefits which membership brings including free legal advice on employment matters, lobbying and petitioning activity for the whole industry, technical support including a help-desk, publications, web site, and active representation for the UK on a number of standards committees across Europe. This is in addition to the events which have always marked the GAI calendar - a new style Conference, Education Awards Lunch and the Specification Awards Lunch.

Andrew also outlined the GAI's tougher and more proactive stance on policing the industry. Working closely with Warrington APT, the GAI is developing a stringent policy for ensuring that all claims of compliance are accurate and valid with real sanctions for companies which breach the rules.

The GuildMark is a key issue for both the GAI and the Institute and Andrew outlined plans for development and promotion of the scheme. He also reiterated the Institute's key role in making GuildMark a success. This then cascades down into the Reg AI scheme, a vital part of the AI industry and vital to the continued success of the Institute and its members.



GAI President Andrew Hall



IAI Chairman Andy Howland



Left to right:  
**Gary Amer,**  
**Dave Heal,**  
**Peter Haywood,**  
**Andy Howland**  
**Dick Watts** and  
**Steve Jenkins**

# JUST REWARDS

At its AGM, the Institute awarded honours to some of its leading figures in recognition of their contributions to the industry.

The Bob Ramage Trophy for services to the Institute was awarded to Dave Heal who was presented with his trophy by its eponymous sponsor. Announcing the award, Institute chairman Andy Howland said, "This year's Bob Ramage award has been awarded to Dave Heal of Castle Hardware. Over many years Dave has held Chairman and Secretary posts in our South West Branch, he remains actively involved to this day including the annual branch quiz night. Having participated in a number of these personally all I can say is he needs to get out a bit more often!"

This year also saw the first presentation of the Paul Lewis

trophy for customer service. This award was inaugurated in memory of the late Paul Lewis, who passed away shortly after last year's AGM. The trophy, sponsored by Royde and Tucker, was won by Dick Watts of DORMA. Andy commented "It is a fitting tribute that the first winner of the award dedicated to Paul's memory is one of the well known faces in the industry, Dick Watts. Everybody knows Dick and most have had some involvement with him during their time in the industry."

These prizes were given after the recipients had been nominated and voted for by their peers in the industry.

The Institute Executive committee also recognised the previous Chairman of the organisation, Peter Haywood of GEZE UK, for his ongoing contribution to the Institute and the architectural ironmongery industry.

## KEEP US UP TO DATE

With a database of students, Diploma holders, Reg AIs and others running into thousands, it is only possible to keep it bang up to date if you let us know of any changes to your personal circumstances.

Should you move companies, change your address or any other of your details change, please inform us as soon as possible. To be sure of getting the changes made promptly and accurately, please email the office on [info@gai.org.uk](mailto:info@gai.org.uk)



institute of architectural ironmongers

## diarydates

You can now access **Institute** diary dates on the website: [www.iai.uk.com](http://www.iai.uk.com)