 

**MEMBER CONTRACTOR/INSTALLER MEMBERSHIP TEST**

**CEDAR SHAKE & SHINGLE BUREAU  
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**PRODUCT**

1. What is the CSSB member brand name for a handsplit and resawn shake?
2. Certigrade®
3. Certi-Split®
4. Certi-Sawn®
5. Blue Label®
6. What is the CSSB member brand name for a shingle?
7. Certigrade®
8. Certi-Split®
9. Certi-Sawn®
10. Blue Label®
11. What is the CSSB member brand name for a tapersawn shake?
12. Certigrade®
13. Certi-Split®
14. Certi-Sawn®
15. Blue Label®
16. What does R & R stand for in relation to sidewall shingles?
17. Rest and relaxation
18. Rebutted and refurbished
19. Rough and ready
20. Rebutted and rejointed
21. How many different grades of shingles are there?
22. 2
23. 3
24. 4
25. 6
26. What is the top grade of shingles?
27. Premium
28. Number 1
29. Five X
30. Royal
31. What is Certi-Guard®?
32. Pressure impregnated fire retardant treated product brand
33. Topical spray on fire retardant treatment
34. Underlayment material
35. A type of security guard company
36. Staining from tannin bleed is a sign of product failure?
37. True
38. False
39. Which of the following is not part of the Certi-Wood® and Certi-label® family of marks?
40. Certi-Split®
41. Certi-Sawn®
42. Certi-Shake®
43. Certi-Cut®
44. What do Class A, Class B and Class C refer to?
45. They are types of roofing contractor experience levels
46. They denote different types of building products’ fire resistance
47. They refer to the different types of cedar shakes that one can buy
48. They are the different levels of technical service assistance provided by the CSSB.
49. What is the name of the Certi-brand spray-on fire retardant that is on the CSSB website?
50. Cedar Bureau Fire Stopper
51. Certi-Firestop
52. It doesn’t exist
53. Certi-Wash
54. What is a shake/shingle?
55. 24” Royal
56. A product only manufactured in Canada
57. There is no such thing
58. A specialized material that is sawn on one side, split on the other, and additionally machined on two sides
59. I can get both Pressure Impregnated Fire Retardant and Preservative Treatment in the same product?
60. True
61. False
62. Roofing products can be used on sidewalls?
63. True
64. False

**GRADING**

1. What is the allowable percentage of flat grain in a bundle of Number One Grade shakes?
2. 25%
3. 10%
4. 15%
5. 20%
6. What is the allowable percentage of flat grain in a bundle of Premium Grade shakes?
7. 5%
8. 10%
9. 15%
10. 0%
11. How much flat grain is allowed in a bundle of Number One Grade 24 x ¾” Heavy Resawn shakes?
12. 20%
13. 40%
14. 80%
15. 100%

**EXPOSURE**

1. What is the maximum recommended exposure for an 18” Number One Grade Blue Label shingle on a roof application with a 4:12 and steeper slope?
2. 3 ½”
3. 8”
4. 5 ½”
5. 5”
6. What is the recommended spacing for Number 1 Grade 18” Western Red Cedar R&R’s on a sidewall application?
7. ⅛” – ¼”
8. ¼” – ½”
9. ½” - ¾”
10. ¾” - 1”
11. What is the maximum recommended exposure of a Number 1 or Premium Grade 24” shake?
12. 8”
13. 12”
14. 5 ½”
15. 10”
16. In a staggered butt application, how far should you extend the maximum exposure to achieve the staggered look?
17. 10”
18. 3”
19. 6”
20. None – maximum exposure stays the same
21. In terms of roofing, “exposure” is defined as:
22. Staying out in the cold too long
23. How much of the preceding course is visible to the weather
24. A tool belt
25. Flashing

**SPACING**

1. What is the recommended spacing between shingles when applying Perfections on a roof?
2. 1¾” – 2½”
3. ½” – ¾”
4. ¼” – ⅜”
5. ½” – 1”
6. Shakes should be laid with a side lap of not less than \_\_\_\_\_” between joints in adjacent courses?
7. 2”
8. 1½”
9. ⅝”
10. ¾”
11. Certigrade® shingles should be nailed approximately \_\_\_\_\_\_\_” in from either side?
12. 3”
13. 1½”
14. ¾”
15. 6”
16. What is the correct spacing between adjacent shakes?
17. ⅜” – ⅝”
18. ⅝” - ⅞”
19. ⅜ – 1”
20. it varies depending upon the width of the shake
21. You can butt green wood tight together during installation?
22. True
23. False

**SHEATHING**

1. The nominal minimum size of spaced sheathing boards recommended by the CSSB is:
2. 1” x 2”
3. 1” x 3”
4. 2” x 4”
5. 1” x 4”
6. Installing a non-permeable membrane over the entire roof deck will cause what?
7. Excessive moisture and temperature due to not being able to breath
8. A drier roof
9. Mothballs
10. Fire retardant protection

**FASTENERS**

1. How many nails should be placed in each shake when applying to the roof?
2. 3
3. 2 at the exposure line and face nail as needed
4. 2
5. 4
6. Prior to nailing, what should one do with flat grain shingles wider than 8”?
7. Leave as is
8. Use lower down on the field of the roof
9. Save for hip and ridge
10. Split in two and when installing, make sure that the split is 1½” offset from adjacent joints between the shingles
11. Staples crowns should be minimum 7-16-MC-Test.wmf” horizontal and maximum ¾” horizontal.
12. True
13. False
14. Fasteners installed more than approximately ¾” from the sides of the shingle will allow the shingle to start “lifting/cupping” up on the sides leading to the shingles splitting.
15. True
16. False
17. As per the current New Roof Construction Manual, you can use hot-dipped galvanized resistance staples when installing shakes.
18. True
19. False
20. Fasteners should be countersunk.
21. True
22. False
23. What is the correct fastener material for application within 15 miles of salt water?
24. Electro-galvanized
25. Stainless Steel Type 316
26. Aluminum Type 304
27. Stainless Steel Number 316
28. What is the recommended placement of nails in roof shingle application?
29. Approximately 6” from the butt in the center of the shingle
30. Approximately 4” from the edge and 3” below the exposure line
31. Approximately ¾” from the edge and approximately1 ½” above the exposure line
32. Approximately ¾” from the edge and approximately 4” above the exposure line
33. Electro-galvanized fasteners are recommended by the CSSB for roof and sidewall application.
34. True
35. False
36. What type of fastener should be used to install a shake or shingle on roofs and sidewalls?
37. Common roofing nail
38. Box nail
39. Fasteners that are specific for wood roof/sidewall installation
40. Both b and c
41. I’m having trouble locating stainless steel box or wood roof nails for my roof. Can I simply use the small headed ring shanks I used on my Fiber Cement sidewalls?
42. Yes, any type of fastener will do.
43. No, the CSSB recommends that you use only stainless steel box nails or stainless steel nails specific for wood roof installation.
44. No, you should use electrogalvanized fasteners from your local hardware.
45. Yes, it is fine to save on fasteners this way.

**APPLICATION**

1. On a Certigrade® shingle roof with a pitch less than 12:12, valley flashing should not extend less than\_\_\_\_\_\_” on each side of the valley?
2. 4”
3. 6”
4. 11”
5. 8”
6. For roof application you need \_\_\_\_\_ fasteners per shake or shingle?
7. 2
8. 3
9. Depends on number of pieces in a course
10. 4
11. What is the recommended step flashing vertical height for shakes on a typical projection flashing?
12. 5” minimum
13. 3” minimum
14. 4” minimum
15. 2” minimum
16. In coastal climates, it is recommended that the entire substrate be covered with rubberized eave protection material.
17. True
18. False
19. How far should the first course on roofs project beyond the fascia?
20. 1½” minimum at the eaves and minimum 1” over the gable or rake end
21. 2½”
22. 1” and approximately 1” over the gable or rake end
23. ¾”
24. When does the CSSB recommend applying rubberized eave protection across an entire steep slope roof?
25. All the time
26. When significant moisture intrusion is a possible issue in the future
27. Never
28. When the slope is greater than 6:12
29. How often should you use caulk to cover up an application mistake?
30. Up to a maximum of 10%.
31. Only when it’s a small, one piece mistake & no one will notice
32. If it’s a venting issue in a dry climate
33. Never – caulk degrades in the sun’s UV. Also, the roof should be applied correctly using proper, professional system design.
34. When is face nailing acceptable on (i.e. exposed to elements) a roofing shake or shingle?
35. Only where the roof meets a wall slope in a low slope to steep slope (concave) transition area; fastener penetrates the flashing followed by the shake beneath the flashing
36. When curling is present
37. When cupping occurs and you need to prevent further damage
38. When the fastener in the above course is exposed and you need additional hold for the course below
39. What is the best type of deck in wind-driven snow areas when installing cedar shakes?
40. Solid plywood
41. Spaced sheathing to let any accumulated snow evaporate which prevents ice damming
42. Plastic
43. Permeable to allow moisture to evaporate at an even rate
44. Are exposed fasteners acceptable on a new shake or shingle roof?
45. Yes
46. Only where the roof meets a wall slope in a low slope to steep slope (concave) transition area; fastener penetrates the flashing followed by the shake or shingle beneath the flashing
47. No
48. None of the above
49. If utilizing an underlayment over the entire sheathing system (space sheathing or solid plywood sheathing) in a shingle application, what type of underlayment would be used?
50. Rubberized membrane
51. A permeable underlayment such as No. 30 roofing felt
52. Non permeable roofing underlayment
53. All of the above
54. How far should fasteners penetrate into the solid sheathing?
55. All the way through the wood sheathing if thinner than ½”
56. Completely through the sheathing that is thinner than ¾”
57. ¾” or completely through the sheathing if thinner than ¾”
58. All of the above.
59. In a shingle roof application how many layers of shingles should you have at the eaves?
60. 1
61. 4
62. 3
63. A minimum of 2
64. What is the minimum roof slope for a shake roof before having to utilize a low slope application procedure?
65. 3:12
66. 4:12
67. 12:12
68. 5:12
69. What is the minimum roof slope for a shingle roof?
70. 3:12
71. 4:12
72. 12:12
73. 5:12
74. What type of overlap should you have on a cedar ridge application?
75. Alternative overlaps
76. No overlap
77. Either (a) or (b)
78. None of the above
79. To give three levels of eave protection, how do you lap the felt interlay on shake applications?
80. Over the valley joint
81. Under the valley joint
82. How far should interlay felt be brought down on a 24” x ½” handsplit and resawn shake?
83. The felt interlay should be brought down 4”
84. The bottom edge of the felt should be positioned above the butt of the shake at a distance equal to twice the weather exposure
85. The felt should be brought down 10”
86. The felt should be brought down 20”
87. How far should interlay felt be brought down on an 18” shake?
88. The felt interlay should be brought down 3.5” on an 18” shake laid with a maximum weather exposure
89. The bottom edge of the felt should be positioned above the butt of the shake at a distance equal to twice the weather exposure
90. The felt should be brought down 7.5” on an 18” shake
91. The felt should be brought down 10” on an 18” shake
92. I must use a continuous ventilation product under my Certi-Last® shakes on my roof.
93. True
94. False
95. Can I install a new shake roof right over an existing asphalt roof? Originally it was a shake roof in the 1950’s.
96. Check with the building official
97. Sure do whatever you want, no one will notice
98. If someone else in the neighborhood has done it, then it should be fine
99. Only if the asphalt is really worn

**SPECIALTY ROOFS**

1. According to the CSSB New Roof Construction manual, what type of work is a Mansard Roof **particularly** suited to?
2. New construction
3. Renovation
4. On pitched roof buildings
5. All of the above
6. What is a benefit of a Mansard Roof?
7. Reduce scale of building
8. Eliminate boxy appearance
9. Both (a) and (b)
10. None of the above
11. What type of roof helps eliminate a building’s boxy appearance?
12. Key West
13. Mansard
14. Noboxard
15. None of the above
16. Why is correct installation at roof junctures so important?
17. To make sure the roof leaks
18. To expose the fasteners
19. To assist with painting
20. To ensure the integrity of the roof system
21. On what type of juncture can you apply a strip of wood molding?
22. Concave
23. Contemplative
24. Convex
25. None of the above
26. Do you interweave felt on shakes on a low slope to steep slope roof transition?
27. Felt on shake application is always interwoven
28. No, because the transition takes care of the felt issue
29. No, because extra caulking is used on the transition
30. All of the above
31. You can soak or steam shingles for installation where the curvature is excessive?
32. True
33. False
34. What are the options for roof installation in high humidity areas?
35. Certi-Last® products
36. Furring strips applied horizontally, spaced at the exposure
37. Continuous ventilation product
38. All of the above
39. Does the CSSB require continuous ventilation product (i.e. not furring strips)?
40. Yes, everywhere
41. Yes, for high humidity areas
42. No, but it is an option in high humidity areas
43. None of the above
44. Who has the final sign-off on local jurisdictional requirements?
45. Local building official
46. The Mayor
47. Chamber of Commerce
48. General Contractor

**FLASHING**

1. Where do most roof leaks occur?
2. Where water is channeled off the roof
3. Where the roof abuts a vertical wall or chimney
4. (a) and (b)
5. None of the above
6. Valley flashing can be:
7. Made in California only
8. Plastic mesh
9. Center-crimped, painted, galvanized steel or aluminum
10. Fiber cement
11. Should shakes be applied with their grain parallel to the valley centerline?
12. Yes
13. In sunny climates
14. Never
15. None of the above
16. What is the recommended horizontal step flashing width for shakes?
17. 2½”
18. 4”
19. 5”
20. Shakes don’t need flashing

**VENTILATION**

1. The ratio of total net free ventilation areas to the area of the attic should be not less than:
2. 2:12
3. 4:12
4. 1:150
5. 4:150
6. Who should you consult before modifying the vapor barrier system?
7. Local hardware store
8. Local building official
9. Building envelope specialist
10. (b) and (c) are both wise choices
11. There is a company in town offering a sealer to seal my wood roof against leaks. It is supposed to make my roof last longer. What do you tell the homeowner?
12. The CSSB does not recommend sealing or using a film-forming product on the roof
13. Yes, this is fine
14. Yes, but make sure you get a nice, shiny finish
15. Yes, but you need an approval sticker from the local Chamber of Commerce
16. What can I do to help with the longevity of my Certi-label™ roof?
17. Keep overhanging branches trimmed away
18. Keep keyways and surface areas clear from debris
19. Ensure ventilation is available year round
20. All of the above

**WARRANTY**

1. What documentation should be submitted to the CSSB office for the Manufacturers’ Lifetime Limited Warranty?
2. 3 labels (field, ridge, and starter)
3. Completed registration card and copy of roofing contract
4. 3 labels (field, ridge, and starter) and a copy of the roofing contract
5. 3 labels (field, ridge, and starter), completed and signed registration card, a copy of the roofing contract and material purchase invoice
6. What would cause a CSSB member Manufacturer’s Lifetime Limited Warranty to be denied?
7. Using non-member products
8. Installing product with electro-galvanized nails
9. Not following proper installation practices and/or building/residential codes
10. All of the above
11. When should a homeowner receive the terms and conditions of the Manufacturer’s Lifetime Limited Warranty?
12. In your bid package so they have time to review it
13. As soon as the job is completed
14. As soon as the job is completed and paid for
15. As soon as the job is completed, a final inspection is done and the homeowner has paid the bill
16. Before the job is complete to ensure faster paperwork
17. When filling out the registration card, it doesn’t really matter if only one signature of the two requested is present.
18. True
19. False
20. Submit a homeowner’s Manufacturer’s Lifetime Limited Warranty registration paperwork within \_\_\_\_ days after installation.
21. 30
22. 60
23. 90
24. Not required to submit the warranty form, the warranty is implied and automatic upon purchase of Certi-label™ shakes or shingles.

**GENERAL CSSB and MEMBER CONTRACTOR/INSTALLER PROGRAM QUESTIONS**

1. When was the CSSB founded?
2. 1942
3. 1915
4. 1982
5. 1679
6. CSSB member products undergo a rigorous third party inspection process.
7. True
8. False
9. How can you make the membership application process easier?
10. Submit legible paperwork (typed preferably)
11. Send in all applicable fees
12. Ensure your application is complete and notify your references to expect a call from the CSSB
13. All of the above
14. The current set of grading rules is called:
15. CSSB - 97
16. CSSB - 68
17. Certigrade®
18. Shake/Shingle Rules
19. The ideal Member Contractor/ Installer candidate will be:
20. Someone who has never put on a roof before and plays loud music on the job site
21. Someone with no insurance and a dandy pickup truck
22. Someone with a commitment to quality, honest work ethic, great customer service and good experience on cedar roof jobs
23. All of the above.
24. Member Contractor/ Installers should not:
25. Apply for membership just to get one job
26. Refuse to clean up the job site
27. Fail to submit proper insurance documentation renewals to the CSSB office
28. All of the above
29. Member Contractor/ Installers have/do:
30. Integrity and are proud of their workmanship
31. Great customer service skills
32. Actively support the Certi-label™ brand
33. All of the above
34. What services do CSSB District Managers provide?
35. Answer technical questions
36. Provide educational seminars
37. Hang out at the mall
38. (a) and (b)
39. Certi-label™ cedar shakes and shingles are considered to be green products because:
40. Healthy trees absorb carbon dioxide, cleaning the air we breathe
41. Forest products store carbon for a long time
42. The production of cedar shakes and shingles is very labor intensive
43. All of the above.
44. What are some of the benefits of CSSB membership?
45. Literature at cost and technical assistance
46. Listing on the popular CSSB website
47. Website referrals
48. All of the above
49. What is/are the benefit(s) of using Certi-label™ cedar as a roofing material?
50. Renewable resource
51. High insulation value
52. Availability of Class 3 or Class 4 Impact Resistance Rating
53. All of the above
54. How do you show courtesy to the homeowner?
55. Provide prompt, accurate service
56. Keep job site noise as low as possible
57. Answer questions with facts and knowledge
58. All of the above.
59. What appears on the Certi-label™
60. Product type
61. Product dimensions
62. Quality control agency logo
63. All of the above
64. Cedar roofs will generally weather naturally to which color?
65. Pink
66. Gray
67. Red
68. They don’t change color

99. What is the CSSB’s newsletter called?

(a) Certi-Scene

(b) Certi-Buzz

(c) Certi-First

(d) Certi-Blurb

100. Does a product label that reads “Inspected by in house inspectors” mean the same as product labels that read “Inspected by Third Party Inspection Agencies”?

1. True
2. False

**THE CEDAR SHAKE & SHINGLE BUREAU (“CSSB”) EXPECTS TOP QUALITY WORKMANSHIP AND GREAT CUSOMER SERVICE FROM EACH OF ITS MEMBER CONTRACTOR/INSTALLERS.**