

**PART P - ELECTRICAL SAFETY IN DWELLINGS
SUPPLEMENTARY BUILDING REGULATIONS
APPLICATION FORM**



**This form must be completed before commencement of electrical work.
(This may be at the application submission stage or as soon as possible when details of the installer are known)**

Does the work being carried out in conjunction with this application include electrical work covered by the Building Regulations (see *electrical information sheet for more details*)

YES	NO

If **YES** you must complete either **Part A** or **B** (please see overleaf).

1. ADDRESS OF WORK
Applicant: Address: Building Regulation Application No. (if known)
<p>PART A (Domestic Installers Scheme, whose members are exempt from notifying Local Authority Building Control)</p>
Only to be completed where controlled electrical work (see guidance sheet) is to be carried out by an installer who is a member of an approved Domestic Installers Scheme (such installers are subject to rigorous quality control checks and are able to self certify their work)
2. DETAILS OF YOUR INSTALLER
Name: Address: Tel No.:
3. DETAILS OF THE DOMESTIC INSTALLERS SCHEME OF WHICH YOUR INSTALLER IS A MEMBER
Name of Scheme: Membership No.:
ONLY COMPLETE PART B ON THE REVERSE OF THIS FORM WHERE YOUR ELECTRICAL WORK IS BEING INSTALLED BY AN INSTALLER WHO IS NOT A MEMBER OF A DOMESTIC INSTALLERS SCHEME.

NEW INSTALLATIONS, REWIRES AND ADDING NEW CIRCUITS TO AN EXISTING INSTALLATION

If the electrical contractor is a member of NICEIC or ECA, they must complete **INSTALLATION CERTIFICATE (FORM 1)** BS 7671 (as amended).

If the electrical contractor is not a member of NICEIC or ECA, they must complete the **Design and Construction parts of INSTALLATION CERTIFICATE (FORM 2)** BS 7671 (as amended) **AND** you are required to arrange for an electrical contractor who is a member of the NICEIC, ECA, qualified with City and Guilds Certificate 2391 or a member of a Competent Persons Scheme to inspect and test the installation to enable them to complete the **Inspection and Testing** part of the form.

In both instances the electrical contractor is required to complete **Form 3 Schedule of Inspection** and **Form 4 Schedule of Test Results**.

ADDITIONAL SOCKETS OR LIGHTING POINTS TO AN EXISTING INSTALLATION IN A KITCHEN OR SPECIAL LOCATION

If the electrical contractor is member of NICEIC, ECA or is qualified with City and Guilds Certificate 2391, they must complete the **Minor Works Certificate (Form 5)**.

COPIES OF THE APPROPRIATE FORMS MUST BE DEPOSITED WITH THE AUTHORITY AT COMPLETION OF THE WORK; FAILURE TO DO SO WILL PREVENT THE AUTHORITY FROM ISSUING A COMPLETION CERTIFICATE AND MAY LEAD TO ENFORCEMENT ACTION TAKEN AGAINST YOU AND/OR YOUR ELECTRICAL CONTRACTOR

PART B

(Work that requires Approval by the Local Authority under the Building Regulations)

To be completed only where the work is to be carried out by an installer who is **NOT** a member of an approved Domestic Installers Scheme.

1. DESCRIPTION OF WORK

Please give a brief description of electrical work being carried out, if this is controlled work (see guidance sheet) it will be subject to the Building Regulations.

Description of electrical work:

2. MAKING A BUILDING REGULATION APPLICATION

Please refer to guidance sheet for further information.

3. CERTIFICATION OF THE WORK

All work carried out by installers who are not members of an Approved Installers Scheme must arrange for the work to be certified to B.S.7671, 16th Edition by an **Electrician Qualified to a minimum standard of City & Guilds 2391 (16th Edition)**

4. DETAILS OF CERTIFYING ELECTRICIAN

Name:

Address:

Tel No.:

NOTE: when providing certification to the Local Authority your Electrician will be required to provide a copy of their City & Guilds Certificate.

5. NAME OF PERSON COMPLETING THE FORM

NAME (Print):

TELEPHONE NUMBER (Inc std):

SIGNATURE:

Jan 05