

GUIDANCE NOTES FOR CERTIFICATION OF ELECTRICAL INSTALLATIONS

The Local Authority verifier has a responsibility to make reasonable inquiry and be satisfied that electrical works have been designed, installed, inspected and tested in accordance with BS 7671 (Requirement for Electrical Installations) to ensure that compliance with the Building Standards (Scotland) Regulations 2004 has been achieved.

Following guidance issued by the Scottish Government Building Standards Division, Renfrewshire Council Building Standards section has adopted the following policy for all electrical works installed as part of a Building Warrant application.

On submitting a Completion Certificate for new electrical work to a domestic building and for new electrical work to non-domestic buildings, the relevant person submitting the Completion Certificate should also provide:-

1. a Certificate of Construction*, or
2. a relevant BS 7671 Certificate, together with inspection and test results, completed and signed by a *competent person***

* a Certificate of Construction is a certificate issued by an Approved Certifier of Construction. A register of approved certifiers can be found on the Scottish Government Building Standards Divisions website <http://www.scotland.gov.uk/Topics/Built-Environment/Building/Building-standards>.

It should also be noted that a discount may be issued where a verifier has been informed of the intention to use an approved certifier of construction on the prescribed form prior to the works being carried out.

** a competent person is deemed to be an installer having current membership of a UKAS accredited registration scheme operated by NICEIC or SELECT or an equivalent body.

On submitting a Completion Certificate to the Verifier for minor electrical work to a domestic building, the relevant person submitting the Completion Certificate should also provide:-

1. a Certificate of Construction*, or
2. a relevant BS 7671 Certificate, together with inspection and test results, completed and signed by a *competent person*** , or
3. a relevant BS 7671 Certificate, together with inspection and test results, completed and signed by an approved electrician***.

*** Where works constitute alterations to a single dwelling that do not include the formation of a new circuit, then a minor works installation certificate, per BS 7671, can be accepted as long as this is accompanied by a valid Scottish Joint Industry Board (SJIB) Electrical Contracting Card.

NOTE: a BS 7671 Certificate completed and signed by any other person **will not** be accepted.