

CERTIFIER OF CONSTRUCTION SCHEME

APPROVED BODY APPLICATION

Please read the NICEIC Certifier of Construction (Electrical Installations to BS 7671) Scheme Rules and Guide before completing this form. Available via niceic.com.

1 BUSINESS

Trading Title of Business:
(exactly as shown on business stationery)

Address:
(This address needs to be a physical location from which the business carries out or manages electrical work and to which correspondence can be posted)

Postcode:

Company Registration No:

Business Telephone No:

Business Email:

Website:

2 PAST/PRESENT REGISTRATION WITH THE CERTIFIER OF CONSTRUCTION

The Business has previously been registered: Yes No

The Business is currently registered with SBSC as an Approved Body for the Certifier of Construction (Electrical Installations to BS 7671): Yes No

Please complete the below where applicable:

Trading Title Registered:

Date Registration Commenced:

Registration No:

Date Registration Cancelled:

Scheme Provider:

The Proposed Certifier of Construction has previously been registered: Yes No

The Proposed Certifier is currently registered with SBSC as an Approved Certifier (Electrical Installations to BS 7671):
 Yes No

Approved Certifier Registration No:

Date Registration Commenced:

Date Registration Cancelled:

Scheme Provider:

3 PROPOSED CERTIFICATION COORDINATOR

Name:

NI No:

Contact No:

Email:

4 PROPOSED CERTIFIER OF CONSTRUCTION

Number of **Proposed Certifiers** employed by the Business:

Name:

NI No:

Contact No:

Email:

Note: The Business must employ at least one proposed Certifier of Construction (Electrical Installations to BS 7671).

A separate Certifier of Construction Application form is required for each additional proposed Certifier.

5 PROPOSED CERTIFIER OF CONSTRUCTION EXPERIENCE

Position(s) held in relation to the above business:

Principal

Partner

Director

NICEIC Principal Duty Holder

NICEIC Qualified Supervisor

Sole Trader

Other

Date started in current position

Current duties

Installation work

On-site supervision/direct management of operatives

Electrical installation design

Completion of certificates and reports

Initial Inspection and testing

Periodic inspection, testing and reporting

Previous employment in electrical industry (Please continue on a separate sheet, if necessary):

Dates (Month/Year) (from/to)	Employer	Position held (eg. Electrician, QS, Apprentice)	Summary of electrical work carried out (ie: duties performed/scope of work)

Supervisory experience

Number of years responsible for the technical standard of electrical work:

(minimum of 2 years)

6 **INSURANCE DETAILS**

Public liability

Name of Insurance company:

Amount of cover:
(minimum £2m)

Policy expiry date (month/year):

Employers' liability

Name of Insurance company:

Amount of cover:
(as appropriate to business)

Policy expiry date (month/year):

7 **DECLARATION** This declaration should be completed by the Certification Coordinator

On behalf of the above business, I hereby apply for registration with the NICEIC for the Certifier of Construction (Electrical Installations to BS 7671) Scheme applicable in Scotland. I have read and agree, on behalf of the business, to comply with the NICEIC Certifier of Construction (Electrical Installations to BS 7671) Scheme Rules which can be found at www.niceic.com. All information provided in this application is accurate and complete.

Name:

Signature:

Date:

Position(s) held in relation to the above business:

- Principal Partner Director NICEIC Principal Duty Holder
 NICEIC Qualified Supervisor Sole Trader
 Other

Note: NICEIC will make available to other interested parties (e.g. LABC and relevant Government Departments) the names of former businesses whose certification has been terminated by the scheme and the reason for termination. This applies where the reasons for termination of certification relate to non-compliance with the Building Regulations or a breach of scheme requirements and rules.

NICEIC may also share information with other Certification and Registration Bodies in respect of transferring certification.

NICEIC may also share information with legal authorities and local government in respect of any request related to the prevention of crime.

8 **DATA PROTECTION**

We shall ensure that all data is handled in accordance with all relevant data protection legislation, including the General Data Protection Regulation (GDPR).

YES

I understand I will be sent an email from Certsure LLP detailing how I can set my communications preferences.

This will allow you to control what marketing communications you receive from us. Once you receive access to the Communications Preference Centre, you can opt in for all or just some marketing communications.