

CERTIFICATION COORDINATOR DECLARATION

Please read the Rules Relating to Registration for Certification of Electrical Installations in Scotland and the Certification of Construction (Electrical Installations to BS7671) Scheme guide before completing this form. Available via www.SBSC.uk.net

1 BUSINESS

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

Address:

Post Town:

Postcode:

Country:

Telephone No:

Mobile:

Email:

2 DETAILS OF CERTIFICATION COORDINATOR

Surname:

Forename:

3 REQUIREMENTS OF CERTIFICATION COORDINATOR

A Certification Coordinator is responsible for ensuring the Approved Body that employs them fulfils and maintains the conditions under which it was approved. The Certification Coordinator shall:

- act as the contact point for the Approved Body;
- be present, as required, for assessments by the NICEIC;
- only countersign Certificates of Construction on behalf of the Approved Body that employs them;
- not countersign Certificates of Construction for any period during which the Approved Body that employs them, does not employ an Approved Certifier of Construction;
- advise the NICEIC of any changes of Approved Body details or Approved Certifiers;
- act in accordance with the Scheme code of conduct.

4 DECLARATION

I confirm that I meet the requirements of a Certification Coordinator as detailed in the NICEIC Rules Relating to Registration for Certification of Electrical Installations in Scotland. I have been appointed in that position by the above business. I have read and agree to comply with the Rules.

Signed:

Date:

Position(s) in relation to the above business: Principal Partner Director NICEIC Principal Duty Holder
 NICEIC Qualified Supervisor Sole Trader Other

Data Protection Act 1998 This information is collected, processed and stored to adhere with the UK Data Protection Act 1998. Information will be held and used throughout Certsure LLP and may, from time to time, be used to send you marketing information relating to products or services we feel you may be interested in. Please confirm that you would be happy to receive this information: By e-mail By telephone

Please tick here if you would prefer not to receive marketing information from Certsure LLP

Please tick here if you would prefer not to receive marketing information from carefully selected third parties