

EMERGENCY LIGHTING COMPLETION CERTIFICATE AND ASSOCIATED DECLARATION FORMS FORM 1 – COMPLETION CERTIFICATE

Base on the recommendations given in BS 5266-1: 2016 'Emergency lighting – Part 1: Code of practice for the emergency lighting of premises'

PART 1 : DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR	DETAILS OF THE CLIENT	DETAILS OF THE INSTALLATION
Registration No: Branch No: <u>N/A</u>	Reference Number (RN):	Occupier: <u>ISG FUSION</u>
Trading Title: <u>Evans Electrical Ltd</u>	Name: <u>ISG</u>	Address: <u>MARINER STREET, SWANSEA, SWANSEA</u>
Address: <u>59, WATERLOO ROAD,, PENYLAN, CARDIFF, CARDIFF</u>	Address: <u>MARINER STREET, SWANSEA, SWANSEA</u>	
Postcode: <u>CF23 9BL</u> Tel No: <u>02920493307</u>	Postcode: <u>SA15 5BA</u> Tel No: <u>N/A</u>	Postcode: <u>SA15 5BA</u> Tel No: <u>N/A</u>

PART 2 : DETAILS OF THE EMERGENCY LIGHTING INSTALLATION COVERED BY THIS CERTIFICATE *(tick appropriate bracket)*

Description and extent of the installation covered by this certificate: THE CERTIFICATE ONLY COVERS MARKETING SUITE AND STAIR CASES ENTERING AND EXITING THIS AREA


The installation is - **New:** or **An addition:** or **An alteration:**

(See additional page No. N/A)

PART 3 : DECLARATION OF CONFORMITY

In consequence of acceptance of the appended declarations on **Forms 2, 3 and 4**, I hereby declare that the emergency lighting installation, as described in PART 2, conforms, to the best of my knowledge and belief to the appropriate recommendations and requirements given in BS 5266-1:2016, BS EN 1838:2013 Lighting applications - Emergency lighting and BS EN 50172:2004 Emergency escape lighting systems, as set out in the declared outcomes on **Forms 2, 3 and 4**, except for any deviations listed in PART 4. **This certificate is not valid unless accompanied by current versions of the following documentation: i) Signed declarations (Forms 2, 3 & 4); ii) Photometric design data (see Note 1 of Recipient Notes) & iii) Test log book.**

To be signed by the **Responsible Person** (as defined by BS 5266-1, see 'Notes for Recipient') on behalf of the owner/occupier

Name (capitals): GERAINT JOHN Signature:  Position: Qualifying Supervisor Date: 05/11/2020

The contractor issuing this certificate MUST sign to verify that i), ii) and iii) above have been supplied with this certificate and that all essential related reference documents have been recorded in PART 5.

Name (capitals): Signature: Position: Date:

PART 4 : DETAILS OF DEVIATIONS FROM THE RECOMMENDATIONS OF BS 5266-1 *(*Insert role: Design (see Form 2), Installation (see Form 3) or Verification) (see Form 4)*

Declaration*	Clause No.	Details of the deviation	(See additional page No. <u>N/A</u>)

PART 5 : RELATED REFERENCE DOCUMENTS

Please state and provide reference number(s) of all appropriate documentation: (See additional page No.)

..... (Ref No <u>ICR18/207678</u>) (Ref No) (Ref No) (Ref No)
..... (Ref No) (Ref No) (Ref No) (Ref No)

EMERGENCY LIGHTING COMPLETION CERTIFICATE AND ASSOCIATED DECLARATION FORMS

FORM 2 – DESIGN DECLARATION

Based on the recommendations given in BS 5266-1: 2016 'Emergency lighting – Part 1: Code of practice for the emergency lighting of premises'

PART 1 : DETAILS OF THE DESIGNER, CLIENT AND INSTALLATION

DETAILS OF THE DESIGNER

Trading Title (Where applicable):

Name: Evans Electrical Ltd

Address: 59, WATERLOO ROAD,, PENYLAN, CARDIFF, CARDIFF

Postcode: CF23 9BL Tel No: 02920493307

DETAILS OF THE CLIENT

Reference Number (RN):

Name: ISG

Address: MARINER STREET, SWANSEA, SWANSEA

Postcode: SA15 5BA Tel No:

DETAILS OF THE INSTALLATION

Occupier: ISG FUSION

Address: MARINER STREET, SWANSEA, SWANSEA

Postcode: SA15 5BA Tel No: N/A

PART 2 : DETAILS OF THE EMERGENCY LIGHTING INSTALLATION COVERED BY THIS CERTIFICATE

Description and extent of the installation covered by this certificate:

THE CERTIFICATE ONLY COVERS MARKETING SUITE AND STAIR CASES ENTERING AND EXITING THIS AREA

The installation is - **New:** or **An addition:** or **An alteration:**

(See additional page No. N/A)

PART 3 : DESIGN DECLARATION OF CONFORMITY (Where a declared outcome is identified by an 'X', the details of the deviation must be accurately recorded in this Form 2 (PART 4) and on the Completion certificate (Form 1))

'✓' indicates that an item (Clause No.) was assessed and the declaration outcome was SATISFACTORY; 'X' indicates that a deviation was identified; 'N/A' indicates that the assessment of an item was NOT APPLICABLE to the particular installation

Clause No.	Items assessed for compliance	Declared outcome
4.2	D1 – Accurate plans available showing escape routes, fire alarm control panel, call points and fire extinguishers	✓
5.2.9	D2 – Escape route signs in accordance with BS ISO 7010 and BS 5499-4 and other safety signs in accordance with BS ISO 7010 and BS 5499-10, clearly visible and adequately illuminated	✓
6.7	D3 – The luminaires conform to BS EN 60598-2-22	✓
5.2.8.1	D4 – Luminaires located at following positions: a) At each exit door intended to be used in an emergency b) Near stairs so each tread receives direct light c) Near any other change in level d) Externally illuminated escape route signs, escape route direction signs mandatory and safety signs needing to be illuminated under emergency lighting conditions e) At each change of direction f) Near to each final exit and outside to a place of safety g) At intersections of corridors h) Near fire fighting equipment and call points i) Near each first aid post j) Near escape equipment provided for disabled people k) Near refuges and call points, including two-way communication systems and disabled toilet alarm call position l) Near manual release controls provided to release electronically locked doors.	✓ ✓ ✓ ✓ ✓ ✓ ✓ N/A N/A N/A N/A N/A

NOTE: The term 'near' means within 2 m horizontally

EMERGENCY LIGHTING COMPLETION CERTIFICATE AND ASSOCIATED DECLARATION FORMS

FORM 2 – DESIGN DECLARATION

Based on the recommendations given in BS 5266-1: 2016 'Emergency lighting – Part 1: Code of practice for the emergency lighting of premises'

PART 3 : DESIGN DECLARATION OF CONFORMITY *(Where a declared outcome is identified by an 'X', the details of the deviation must be accurately recorded in this Form 2 (PART 4) and on the Completion certificate (Form 1))*

'✓' indicates that an item (Clause No.) was assessed and the declaration outcome was SATISFACTORY; 'X' indicates that a deviation was identified; 'N/A' indicates that the assessment of an item was NOT APPLICABLE to the particular installation

Clause No.	Items assessed for compliance	Declared outcome
6.3	D5 – Illumination from at least two luminaires provided in each section of an escape route and in each open area (room)	✓
5.2.8.3	D6 – Additional emergency lighting provided where needed to illuminate: a) Evacuation lift cars b) Moving stairways and walkways c) Toilet facilities larger than 8 m2 floor area or without borrowed light, and those for disabled use d) Motor generator, control, plant and switch rooms e) Covered car parks	N/A
5.2.8.4		N/A
5.2.8.5		N/A
5.2.8.6		N/A
5.2.8.7		N/A
6.7.3	D7 – Design duration adequate for the application	✓
10.6; 10.7; 11	D8 – Operation and maintenance instructions and a suitable log book produced for retention and use by the building occupier	✓
5.2.5; 5.2.6; 5.2.7	D9 – At least the minimum illuminance provided for escape routes, open areas and high risk task areas	✓
5.3.2	D10 – At least the minimum illuminance provided for emergency safety lighting	✓

PART 4 : DETAILS OF DEVIATIONS FROM THE RECOMMENDATIONS OF BS 5266-1

Clause No.	Details of the deviation and recommended action	(See additional page No. <u>N/A</u>)

PART 5 : DESIGN

I/We* hereby declare that the emergency lighting installation, as described in PART2 of Form 2, has been DESIGNED by me/us and, to the best of my/our knowledge and belief, the design complies with the relevant recommendations and requirements given in BS 5266-1: 2016, BS EN 1838: 2013 Lighting applications – Emergency lighting, and BS EN 50172: 2004 Emergency escape lighting systems.
 The extent of liability of the signatory is limited to the installation described in PART 2 of Form 2.

Name (capitals): Signature: Position: Date:

Name* (capitals): Signature: Position: Date:

Original to the person ordering the work

EMERGENCY LIGHTING COMPLETION CERTIFICATE AND ASSOCIATED DECLARATION FORMS FORM 3 – INSTALLATION DECLARATION

Base on the recommendations given in BS 5266-1: 2016 'Emergency lighting – Part 1: Code of practice for the emergency lighting of premises'

PART 1 : DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR

Registration No: Branch No: N/A
 Trading Title: Evans Electrical Ltd
 Address: 59, WATERLOO ROAD,, PENYLAN, CARDIFF, CARDIFF
 Postcode: CF23 9BL Tel No: 02920493307

DETAILS OF THE CLIENT

Reference Number (RN):
 Name: ISG
 Address: MARINER STREET, SWANSEA, SWANSEA
 Postcode: SA15 5BA Tel No: N/A

DETAILS OF THE INSTALLATION

Occupier: ISG FUSION
 Address: MARINER STREET, SWANSEA, SWANSEA
 Postcode: SA15 5BA Tel No: N/A

PART 2 : DETAILS OF THE EMERGENCY LIGHTING INSTALLATION COVERED BY THIS CERTIFICATE *(tick appropriate bracket)*

Description and extent of the installation covered by this certificate:

THE CERTIFICATE ONLY COVERS MARKETING SUITE AND STAIR CASES ENTERING AND EXITING THIS AREA

The installation is - **New:** or **An addition:** or **An alteration:**

(See additional page No. N/A)

PART 3 : DESIGN DECLARATION OF CONFORMITY *(Where a declared outcome is identified by an 'X', the details of the deviation must be accurately recorded in this Form 3 (PART 4) and on the Completion certificate (Form 1))*

✓ indicates that an item (Clause No.) was assessed and the declaration outcome was **SATISFACTORY**; **X** indicates that a deviation was identified; **N/A** indicates that the assessment of an item was **NOT APPLICABLE** to the particular installation

Clause No.	Items assessed for compliance	Declared outcome
6	IN1 – The system installed conforms to the agreed design	✓
6.1	IN2 – Non-maintained luminaires operate on failure of supply to local lighting circuit	✓
6.4	IN3 – Luminaires mounted at least 2 m above the floor IN4 – Luminaires mounted at a suitable height to avoid being located in smoke reservoirs or other likely areas of smoke accumulation	✓ ✓
5.2.9; 5.2.9.1; 5.2.9.2	IN5 – Escape route signs in accordance with BS ISO 7010 and BS 5499-4 and other safety signs in accordance with BS ISO 7010 and BS 5499-10, clearly visible and adequately illuminated	✓
8.2	IN6 – Cables of a centrally supplied system adequately resist the effects of fire	✓
8.2.7	IN7 – Conductors of the emergency lighting installation are adequately sized	✓
8.3.5	IN8 – Output voltage range of the central power system is compatible with the supply voltage range of the luminaires, taking into account supply cable voltage drop	✓
8.2.12	IN9 – All plugs and sockets protected against unauthorised use	✓
8.3.3	IN10 – The system has suitable and appropriate testing facilities for the specific site	✓
11	IN11 – The equipment manufacturers' installation and verification procedures satisfactorily completed	✓
8	IN12 – Fixed wiring of the emergency lighting installation has been installed in accordance with BS 7671 (as amended)	✓

Original to the person ordering the work

EMERGENCY LIGHTING COMPLETION CERTIFICATE AND ASSOCIATED DECLARATION FORMS

FORM 3 – INSTALLATION DECLARATION

Base on the recommendations given in BS 5266-1: 2016 'Emergency lighting – Part 1: Code of practice for the emergency lighting of premises'

PART 4 : DETAILS OF DEVIATIONS FROM THE RECOMMENDATIONS OF BS 5266-1

Clause No.	Details of the deviation	(See additional page No. <u>N/A</u>)
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Clause No.	Details of the deviation	(See additional page No. <u>N/A</u>)

PART 5 : INSTALLATION

I/We* hereby declare that the emergency lighting installation, as described in PART 2 of Form 3, has been INSTALLED by me/us and, to the best of my/our knowledge and belief, the construction complies with the relevant recommendations and requirements given in BS 5266-1: 2016, BS EN 1838: 2013 Lighting applications – Emergency lighting, and BS EN 50172: 2004 Emergency escape lighting systems.

The extent of liability of the signatory is limited to the installation described in PART 2 of Form 3.

Name (capitals): GERAINT JOHN Signature:  Position: Qualifying Supervisor Date: 05/11/2020

Name* (capitals): Signature: Position: Date:

Reviewed by Qualified Supervisor

Name (capitals): GERAINT JOHN Signature:  Position: Qualifying Supervisor Date: 05/11/2020

Original to the person ordering the work

EMERGENCY LIGHTING COMPLETION CERTIFICATE AND ASSOCIATED DECLARATION FORMS

FORM 4 – VERIFICATION DECLARATION

Based on the recommendations given in BS 5266-1: 2016 'Emergency lighting – Part 1: Code of practice for the emergency lighting of premises'

PART 1 : DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR

Trading Title (Where applicable):

Name: Evans Electrical Ltd

Address: 59, WATERLOO ROAD,, PENYLAN, CARDIFF, CARDIFF

Postcode: CF23 9BL Tel No: 02920493307

DETAILS OF THE CLIENT

Reference Number (RN):

Name: ISG

Address: MARINER STREET, SWANSEA, SWANSEA

Postcode: SA15 5BA Tel No: N/A

DETAILS OF THE INSTALLATION

Occupier: ISG FUSION

Address: MARINER STREET, SWANSEA, SWANSEA

Postcode: SA15 5BA Tel No: N/A

PART 2 : DETAILS OF THE EMERGENCY LIGHTING INSTALLATION COVERED BY THIS CERTIFICATE

Description and extent of the installation covered by this certificate:

THE CERTIFICATE ONLY COVERS MARKETING SUITE AND STAIR CASES ENTERING AND EXITING THIS AREA

The installation is - **New:** or **An addition:** or **An alteration:**

(See additional page No. N/A)

PART 3 : DESIGN DECLARATION OF CONFORMITY (Where a declared outcome is identified by an 'X', the details of the deviation must be accurately recorded in this Form 4 (PART 5) and on the Completion certificate (Form 1))

'✓' indicates that an item (Clause No.) was assessed and the declaration outcome was SATISFACTORY; 'X' indicates that a deviation was identified; 'N/A' indicates that the assessment of an item was NOT APPLICABLE to the particular installation

Clause No.	Items assessed for compliance	Declared outcome
4.2	V1 – Plans available and correct	✓
8.3.3	V2 – System has a suitable test facility for the application	✓
5.2.9	V3 – All escape route safety signs and fire fighting equipment location signs, and other safety signs identified from risk assessment, visible with the normal lighting extinguished	✓
5	V4 – Luminaires correctly positioned and oriented as shown on the plans	✓
6.7.1	V5 – Luminaires conform to <i>BS EN 60598-2-22</i>	✓
	V6 – Luminaires have an appropriate category of protection against ingress of moisture or foreign bodies for their location as specified in the system design	✓
12	V7 – Luminaires tested and found to operate for their full rated duration	✓
	V8 – Adequate illumination is provided under test conditions, for safe movement on escape routes, open areas, paths under emergency safety lighting , and operations within high risk task areas. (1 lux minimum on the centre line) and in open areas (0.5 lux minimum)	✓
	V9 – After test, the charging indicators operate correctly	✓
8.2	V10 – Cables of a centrally supplied system adequately resist the effects of fire	✓
8.2.6	V11 – Emergency circuits correctly segregated from other supplies	✓
10.6; 10.7; 11	V12 – Operation and maintenance instructions together with a suitable test log book showing a satisfactory verification test provided for retention and use by the building occupier	✓
10.7; 12	V13 – Building occupier and their staff trained on suitable maintenance, testing and operating procedures	✓

EMERGENCY LIGHTING COMPLETION CERTIFICATE AND ASSOCIATED DECLARATION FORMS

FORM 4 – VERIFICATION DECLARATION

Based on the recommendations given in BS 5266-1: 2016 'Emergency lighting – Part 1: Code of practice for the emergency lighting of premises'

PART 4 : TEST INSTRUMENTS USED *(Where verification requirement V8 (see PART 3 of Form 4) is carried out by measurement, details of instruments MUST be recorded)*

Light Meter	Model:	Serial No:	Other (if any)	Model:	Serial No:
Other (if any)	Model:	Serial No:	Other (if any)	Model:	Serial No:

PART 5 : DETAILS OF DEVIATIONS FROM THE RECOMMENDATIONS OF BS 5266-1

Clause No.	Details of the deviation	(See additional page No. <u>N/A</u>)

PART 6 : VERIFICATION

I/We* hereby declare that the emergency lighting installation, as described in PART 2 of Form 4, has been VERIFIED by me/us and, to the best of my/our knowledge and belief, the installation complies with the relevant recommendations and requirements given in BS 5266-1: 2016, BS EN 1838: 2013 Lighting applications – Emergency lighting, and BS EN 50172: 2004 Emergency escape lighting systems.

The extent of liability of the signatory is limited to the installation described in PART 2 of Form 4.

Name (capitals): <u>GERAINT JOHN</u>	Signature:	Position: <u>Qualifying Supervisor</u>	Date: <u>05/11/2020</u>
Name* (capitals):	Signature:	Position:	Date:
Reviewed by			
Name (capitals): <u>GERAINT JOHN</u>	Signature:	Position: <u>Qualifying Supervisor</u>	Date: <u>05/11/2020</u>

Original to the person ordering the work

EMERGENCY LIGHTING COMPLETION CERTIFICATE AND ASSOCIATED DECLARATION FORMS

ADDITIONAL NOTES

Empty space for additional notes.

(See additional page No. N/A)

NOTES FOR RECIPIENT

THIS CERTIFICATE IS AN IMPORTANT AND VALUABLE DOCUMENT WHICH SHOULD BE RETAINED FOR FUTURE USE

This certificate (Form 1 of 4) should be accompanied by:

- **Form 2 'Emergency Lighting – Design Declaration'**,
- **Form 3 'Emergency Lighting – Installation Declaration'** and
- **Form 4 'Emergency Lighting – Verification Declaration'**.

It should be read in conjunction and supported by **photometric data (see Note 1)** and an appropriate **Test log book** and include the following documents referenced in PART 5 of Form 1:

- **Electrical Installation Certificate (see Note 2), or**
- **Minor Electrical Installation Works Certificate (see Note 2), and/or**
- **Emergency Lighting Periodic Inspection and Test Certificate (see Note 3)**

Only the NICEIC* Approved Contractor or Conforming Body responsible for the construction of the emergency lighting installation is authorised to issue this NICEIC Emergency Lighting Completion Certificate (Form 1). The certificate has a printed seven digit serial number which is traceable to the Approved Contractor to which NICEIC supplied the form.

Note 1: This can be in any of the following formats (in all cases appropriate de-rating factors must be used), and identified to meet worst case requirements:

- a) Authenticated spacing data such as ICEL 1001 registered tables;
- b) Calculations as detailed in BS 5266-1: 2016, Annex D, and CIBSE / SLL Guide LG12;
- c) Appropriate computer print-out of results.

Note 2: The electrical safety aspects of the emergency lighting installation must also be certified in accordance with BS 7671: Requirements for Electrical Installations (as amended) by issuing an Electrical Installation Certificate or, where appropriate, a Minor Electrical Installation Works Certificate.

Note 3: Where this certificate relates to a major addition or alteration, it should be accompanied by an Emergency Lighting Periodic Inspection and Testing Certificate for the entire emergency lighting installation.

* *NICEIC, is operated by Certsure LLP, a partnership between the Electrical Contractors' Association and the charity, the Electrical Safety Council. NICEIC maintains and publishes registers of electrical contractors that it has assessed against particular scheme requirements (including the technical standard of electrical work).*

You should have received **Forms 1, 2, 3 and 4** marked 'Original' and the Approved Contractor should have retained Forms 1, 2, 3 and 4 marked 'Duplicate'. Forms 1, 2, 3 and 4 are valuable documents and should be retained for future reference for the purpose of providing evidence of properly maintaining the emergency lighting installation. If you were the person ordering the work, but not the user of the installation, you should pass **Forms 1, 2, 3 and 4, including any essential related reference documents** (see PART 5 of this form), immediately to the 'Responsible Person' (as identified in PART 3 'Declaration of Conformity' of this form) for the premises.

BS 5266-1 defines the 'Responsible Person' as -

'Delegated individual who is responsible for the provision and operation of appropriate emergency escape lighting. Note this might not necessarily be the same as the responsible person as defined in the Regulatory Reform (Fire Safety) Order 2005.'

The absence of Forms 2, 3, or 4, or the absence of documentation relating to photometric data or test log book, would render this certificate (Form 1) invalid on issue. The three individual declarations for the **Design** (Form 2), **Installation** (Form 3) and **Verification** (Form 4), must be complete and the photometric data and test log book must be issued with the certificate. Where declarations of any of the three elements of the work have not been made, or documentation relating to photometric data or test log book is not included, **it is recommended that you do not sign this certificate and question why those responsible for the particular element of the work have not issued declarations** that are in accordance with PART 3 of this form.

This certificate (Form 1) and the associated Forms 2, 3 and 4 are intended to be issued for a new emergency lighting installation or for new work associated with an addition or alteration to an existing emergency lighting installation. They should not have been issued for the periodic inspection and testing of an existing emergency lighting installation; an Emergency Lighting Periodic Inspection and Testing Certificate should be issued for such a periodic inspection.

Forms 1, 2, 3 and 4 have been issued to enable the Responsible Person to accept the certificate (Form 1) and sign to declare that the emergency lighting installation work to which it relates has been designed, installed and verified in accordance with the relevant recommendations and requirements given in BS 5266-1: 2016 Emergency Lighting Part 1: Code of practice for the emergency lighting of premises, BS EN 1838: 2013 Lighting applications - Emergency lighting, and BS EN 50172: 2004 Emergency escape lighting systems.

The 'Original' Forms 1, 2, 3 and 4 should be retained in a safe place and be shown to any person inspecting or undertaking further work on the emergency lighting installation in the future. If you later vacate the premises, the forms will demonstrate to the new Responsible Person that the emergency lighting installation complied with the recommendations and requirements of BS 5266, Parts 1 and 8, and BS EN 1838 and with BS 7671: Requirements for Electrical Installations (as amended), at the time the certificate was issued. Form 2 'Emergency Lighting – Design Declaration', Form 3 'Emergency Lighting – Installation Declaration', and Form 4 'Emergency Lighting – Verification Declaration' identify the organisation(s) responsible for the provision of the system and the name and signature of the person issuing the conformity declaration.

The 'Emergency Lighting – Verification Declaration' (Form 4) provides an assurance that the installation work has been fully inspected and tested, and that the installation complies with the appropriate recommendations and requirements given in BS 5266, Parts 1 and 8, and BS EN 1838 (except for any deviations sanctioned by the person responsible for the design, and agreed by the Responsible Person for the premises, recorded in PART 3 of Form 1 and within Forms 2, 3 and 4).

Emergency lighting systems should be maintained by regular inspections and tests in accordance with Clause 7.2 of BS EN 50172: 2004 (BS 5266-8: 2004).

For further information about electrical safety and how NICEIC can help you, visit www.niceic.com

NOTES FOR RECIPIENT

THIS DESIGN DECLARATION OF CONFORMITY IS AN IMPORTANT AND VALUABLE DOCUMENT WHICH SHOULD BE RETAINED FOR FUTURE USE

This certificate (Form 2 of 4) should be accompanied by:

- **Form 1 'Emergency Lighting – Completion Certificate'**,
- **Form 3 'Emergency Lighting – Installation Declaration'** and
- **Form 4 'Emergency Lighting – Verification Declaration'**.

It should be read in conjunction and supported by **photometric data (see Note 1)** and an appropriate **Test log book** and include the following documents referenced in PART 5 of Form 1:

- **Electrical Installation Certificate (see Note 2), or**
- **Minor Electrical Installation Works Certificate (see Note 2), and/or**
- **Emergency Lighting Periodic Inspection and Test Certificate (see Note 3)**

Note 1: This can be in any of the following formats (in all cases appropriate de-rating factors must be used), and identified to meet worst case requirements:

- a) Authenticated spacing data such as ICEL 1001 registered tables;
- b) Calculations as detailed in BS 5266-1: 2016, Annex D, and CIBSE / SLL Guide LG12;
- c) Appropriate computer print-out of results.

Note 2: The electrical safety aspects of the emergency lighting installation must also be certified in accordance with BS 7671: Requirements for Electrical Installations (as amended) by issuing an Electrical Installation Certificate or, where appropriate, a Minor Electrical Installation Works Certificate.

Note 3: Where this certificate relates to a major addition or alteration, it should be accompanied by an Emergency Lighting Periodic Inspection and Testing Certificate for the entire emergency lighting installation.

You should have received the **Design Declaration (Form 2)** marked 'Original' and the contractor/designer should have retained the declaration marked 'Duplicate'. This declaration is a valuable document and should be accompanied by the original **Forms 1, 3 and 4, along with any other documentation issued** (see Notes 1 - 3 opposite), and retained for future reference for the purpose of providing evidence of properly maintaining the emergency lighting installation. If you were the person ordering the work, but not the user of the installation, you should pass

ALL documentation immediately to the Responsible Person for the premises.

BS 5266-1 defines the 'Responsible Person' as -

'Delegated individual who is responsible for the provision and operation of appropriate emergency escape lighting. Note this might not necessarily be the same as the responsible person as defined in the Regulatory Reform (Fire Safety) Order 2005.'

This Design Declaration is intended to be issued for a new emergency lighting installation or for new work associated with an addition or alteration to an existing emergency lighting installation. It should not have been issued for the periodic inspection and testing of an existing emergency lighting installation; an Emergency Lighting Periodic Inspection and Testing Certificate should be issued for such a periodic inspection.

The Design Declaration for the emergency lighting installation provides an assurance that the installation design complies with the relevant recommendations and requirements given in BS 5266-1: 2016 Emergency Lighting Part 1: Code of practice for the emergency lighting of premises, BS EN 1838: 2013 Lighting applications – Emergency lighting, and BS EN 50172: 2004 Emergency escape lighting systems (except for any deviations sanctioned by the person responsible for the design (PART 4: 'Details of Deviations from the Recommendations of BS 5266-1' of this form) and agreed by the Responsible Person (as identified in PART 3: 'Declaration of Conformity' of Form 1) for the premises.

ALL the 'Original' documentation should be retained in a safe place and be shown to any person inspecting or undertaking further work on the emergency lighting installation in the future. If you later vacate the premises, this declaration, which provides the particulars of the organisation responsible for the design of the emergency lighting installation, together with their representatives name(s) and signature(s) issuing this declaration of conformity, will demonstrate to the new Responsible Person for the premises that the design of the emergency lighting installation complied with the relevant recommendations and requirements of BS 5266, Parts 1 and 8, and BS EN 1838 at the time the certificate was issued.

NOTES FOR RECIPIENT

THIS INSTALLATION DECLARATION OF CONFORMITY IS AN IMPORTANT AND VALUABLE DOCUMENT WHICH SHOULD BE RETAINED FOR FUTURE USE

This certificate (Form 3 of 4) should be accompanied by:

- **Form 1 'Emergency Lighting – Completion Certificate'**,
- **Form 2 'Emergency Lighting – Design Declaration'** and
- **Form 4 'Emergency Lighting – Verification Declaration'**.

It should be read in conjunction and supported by **photometric data (see Note 1)** and an appropriate **Test log book** and include the following documents referenced in PART 5 of Form 1:

- **Electrical Installation Certificate (see Note 2), or**
- **Minor Electrical Installation Works Certificate (see Note 2), and/or**
- **Emergency Lighting Periodic Inspection and Test Certificate (see Note 3)**

Only the NICEIC* Approved Contractor or Conforming Body responsible for the construction of the emergency lighting installation is authorised to issue this NICEIC Emergency Lighting Completion Certificate – Form 3 Installation Declaration. The certificate has a printed seven digit serial number which is traceable to the Approved Contractor to which NICEIC supplied the form.

Note 1: This can be in any of the following formats (in all cases appropriate de-rating factors must be used), and identified to meet worst case requirements:

- a) Authenticated spacing data such as ICEL 1001 registered tables;
- b) Calculations as detailed in BS 5266-1: 2016, Annex D, and CIBSE / SLL Guide LG12;
- c) Appropriate computer print-out of results.

Note 2: The electrical safety aspects of the emergency lighting installation must also be certified in accordance with BS 7671: Requirements for Electrical Installations (as amended) by issuing an Electrical Installation Certificate or, where appropriate, a Minor Electrical Installation Works Certificate.

Note 3: Where this certificate relates to a major addition or alteration, it should be accompanied by an Emergency Lighting Periodic Inspection and Testing Certificate for the entire emergency lighting installation.

* NICEIC, is operated by Certsure LLP, a partnership between the Electrical Contractors' Association and the charity, the Electrical Safety Council. NICEIC maintains and publishes registers of electrical contractors that it has assessed against particular scheme requirements (including the technical standard of electrical work).

You should have received the **Installation Declaration** (Form 3) marked 'Original' and the Approved Contractor should have retained the declaration marked 'Duplicate'. This declaration is a valuable document and should be accompanied by the original **Forms 1, 2, 3 and 4, including any other documentation issued** (see Notes 1 - 3 opposite),

and retained for future reference for the purpose of providing evidence of properly maintaining the emergency lighting installation. If you were the person ordering the work, but not the user of the installation, you should pass **ALL documentation** immediately to the Responsible Person for the premises.

BS 5266-1 defines the 'Responsible Person' as -

'Delegated individual who is responsible for the provision and operation of appropriate emergency escape lighting. Note this might not necessarily be the same as the responsible person as defined in the Regulatory Reform (Fire Safety) Order 2005.'

This Installation Declaration is intended to be issued for the construction of a new emergency lighting installation or for new work associated with an addition or alteration to an existing emergency lighting installation. It should not have been issued for the periodic inspection and testing of an existing emergency lighting installation; an Emergency Lighting Periodic Inspection and Testing Certificate should be issued for such a periodic inspection.

The Installation Declaration for the emergency lighting installation provides an assurance that the construction of the system complies with the relevant recommendations and requirements given in BS 5266-1: 2016 Emergency Lighting Part 1: Code of practice for the emergency lighting of premises, BS EN 1838: 2013 Lighting applications – Emergency lighting, and BS EN 50172: 2004 Emergency escape lighting systems (except for any deviations sanctioned by the person responsible for the design (PART 4 : 'Details of Deviations from the Recommendations of BS 5266-1' of Form 2) and agreed by the Responsible Person for the premises.

ALL the 'Original' documentation should be retained in a safe place and be shown to any person inspecting or undertaking further work on the emergency lighting installation in the future. If you later vacate the premises, this declaration, which provides the particulars of the contractor responsible for the construction of the emergency lighting installation, together with their name(s) and signature(s) issuing this declaration of conformity, will demonstrate to the new Responsible Person for the premises that the construction of the emergency lighting installation complied with the relevant recommendations and requirements of BS 5266, Parts 1 and 8, and BS EN 1838 at the time the certificate was issued.

NICEIC Approved Contractors have been assessed as having the technical ability to carry out electrical work in compliance with the national electrical safety standard – British Standard 7671: Requirements for Electrical Installations (as amended). The scope of this standard includes electrical safety aspects of emergency lighting systems, but does not extend to the operational performance of such systems. Consequently, NICEIC is unable to investigate complaints about the operational performance of emergency lighting systems.

Should the person ordering the work e.g. the client, or the Responsible Person (or others as identified in PART 3 of Form 1) for the premises have reason to believe that the construction of the work for which the Approved Contractor has accepted responsibility (as indicated by the signature(s) on the declaration), does not comply with the requirements of the national safety standard (BS 7671, as amended) or the particular electrical safety aspects embodied in BS 5266 Parts 1 and 8 and BS EN 1838, the client should in the first instance raise the specific concerns in writing with the Approved Contractor. If the concerns remain unresolved, the client may make a formal complaint to NICEIC, for which purpose a standard complaint form is available on request.

The complaints procedure offered by NICEIC is subject to certain terms and conditions, full details of which are available on request.

For further information about electrical safety and how NICEIC can help you, visit www.niceic.com

NOTES FOR RECIPIENT

THIS VERIFICATION DECLARATION OF CONFORMITY IS AN IMPORTANT AND VALUABLE DOCUMENT WHICH SHOULD BE RETAINED FOR FUTURE USE

This certificate (Form 4 of 4) should be accompanied by:

- **Form 1 'Emergency Lighting – Completion Certificate'**,
- **Form 2 'Emergency Lighting – Design Declaration'** and
- **Form 3 'Emergency Lighting – Installation Declaration'**.

It should be read in conjunction and supported by **photometric data (see Note 1)** and an appropriate **Test log book** and include the following documents referenced in PART 5 of Form 1:

- **Electrical Installation Certificate (see Note 2), or**
- **Minor Electrical Installation Works Certificate (see Note 2), and/or**
- **Emergency Lighting Periodic Inspection and Test Certificate (see Note 3)**

Note 1: This can be in any of the following formats (in all cases appropriate de-rating factors must be used), and identified to meet worst case requirements:

- a) Authenticated spacing data such as ICEL 1001 registered tables;
- b) Calculations as detailed in BS 5266-1: 2016, Annex D, and CIBSE / SLL Guide LG12;
- c) Appropriate computer print-out of results.

Note 2: The electrical safety aspects of the emergency lighting installation must also be certified in accordance with BS 7671: Requirements for Electrical Installations (as amended) by issuing an Electrical Installation Certificate or, where appropriate, a Minor Electrical Installation Works Certificate.

Note 3: Where this certificate relates to a major addition or alteration, it should be accompanied by an Emergency Lighting Periodic Inspection and Testing Certificate for the entire emergency lighting installation.

You should have received the **Verification Declaration** (Form 4) marked 'Original' and the contractor should have retained the declaration marked 'Duplicate'. This declaration is a valuable document and should be accompanied by the original **Forms 1, 2 and 3, along with any other documentation issued** (see Notes 1 - 3 opposite), and retained for future reference for the purpose of providing evidence of properly maintaining the emergency lighting installation. If you were the person ordering the work, but not the user of the installation, you should pass **ALL documentation** immediately to the Responsible Person for the premises.

BS 5266-1 defines the 'Responsible Person' as -

'Delegated individual who is responsible for the provision and operation of appropriate emergency escape lighting. Note this might not necessarily be the same as the responsible person as defined in the Regulatory Reform (Fire Safety) Order 2005.'

This Verification Declaration is intended to be issued for a new emergency lighting installation or for new work associated with an addition or alteration to an existing emergency lighting installation. It should not have been issued for the periodic inspection and testing of an existing emergency lighting installation; an Emergency Lighting Periodic Inspection and Testing Certificate should be issued for such a periodic inspection.

The Verification Declaration for the emergency lighting installation provides an assurance that the installation complies with the relevant recommendations and requirements given in BS 5266-1: 2016 Emergency Lighting Part 1: Code of practice for the emergency lighting of premises, BS EN 1838: 2013 Lighting applications – Emergency lighting, and BS EN 50172: 2004 Emergency escape lighting systems (except for any deviations sanctioned by the person responsible for the design (PART 4 : 'Details of Deviations from the Recommendations of BS 5266-1' of Form 2) and agreed by the Responsible Person for the premises.

ALL the 'Original' documentation should be retained in a safe place and be shown to any person inspecting or undertaking further work on the emergency lighting installation in the future. If you later vacate the premises, this declaration, which provides the particulars of the organisation responsible for the verification of the emergency lighting installation, together with their name(s) and signature(s) issuing this declaration of conformity, will demonstrate to the new Responsible Person for the premises that the emergency lighting installation complied with the relevant recommendations and requirements of BS 5266, Parts 1 and ,8 and BS EN 1838 at the time the certificate was issued.