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128331 **ESR4**

EMERGENCY LIGHTING COMPLETION CERTIFICATE

For small new installations up to 25 self-contained luminaires

*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

Registration No: 013130 Branch No*: N/A
 Trading Title: Chris Rix Electrical Ltd
 Address: The Chestnuts, Debden Road, Newport, Saffron Walden, Essex
 Postcode: CB11 3RU Tel No: 01799 540809

DETAILS OF THE CLIENT

Reference Number (RN):
 Name: Mr. M. Robinson
 Address: The Village Hall, Ugley, Bishop Stortford, Herts
 Postcode: CM22 6HR Tel No:

DETAILS OF THE INSTALLATION

Occupier: Ugley Village Hall Committee
 Address: The Village Hall, Ugley, Bishop Stortford, Herts
 Postcode: CM22 6HR Tel No:

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

Description and extent of the installation covered by this certificate:
 Removal of existing and addition of new fittings

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 outcomes declared in this certificate, I hereby declare that the emergency lighting system installation, or part thereof, described in this certificate conforms, to the best of my knowledge and belief, to the appropriate recommendations and requirements given in BS 5266-1: 2016 Emergency lighting – Part 1: Code of practice for emergency lighting of premises, BS EN 1838: 2013 Lighting applications – Emergency lighting and BS EN 50172: 2004, Emergency escape lighting systems, as set out in the outcomes declared on the compliance checklist (pages 2 and 3), except for the deviations recorded in PART 6.

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

Name (capital): M. ROBINSON Signature: Position: Date: 03/07/2023

This certificate is not valid unless accompanied by current versions of the following documentation: i) Signed compliance checklist (pages 2 and 3) ii) Photometric design data (see Note 1 of 'Notes for Recipient') iii) Test log book
 The Approved 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 4.

Name (capital): C. RIX Signature: Position: Director Date: 03/07/2023

This certificate has been reviewed by the Qualified Supervisor
 Name (capital): C. RIX Signature: Position: Director Date: 03/07/2023

PART 4 : RELATED REFERENCE DOCUMENTS

Please state and provide reference number(s) of all appropriate documentation:

Village Hall	(Ref No JCC Docs)	(Ref No)	(See additional page No.)
	(Ref No)	(Ref No)	

*Where appropriate

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PART 5 : COMPLIANCE CHECKLIST (Where a declared outcome is identified by an 'X', the details of the deviation must be accurately recorded on page 3 (PART 7))

✓ 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
SYSTEM DESIGN AND DOCUMENTS		
4.2	1 – Plans are available and correct	✓
4.1; 5.2.8	2 – Design provides coverage for all areas identified by the fire safety risk assessment	✓
5.2.8	3 – Design provides coverage for all hazards identified by the fire safety risk assessment	✓
6.7	4 – System has the correct mode of operation	✓
	5 – System is designed for the correct emergency duration period	✓
11	6 – Photometric design data accompanies this certificate	✓
	7 – A test log book accompanies this certificate and is up-to-date	✓
EMERGENCY LUMINAIRES		
5.2.2	8 – Luminaires are suitably spaced in accordance with authenticated spacing or design data Illumination is normally checked by visual inspection and from the design spacings. Where illumination is verified by site measurements, insert a 'tick' and provide details of the instruments used and the results on a separate numbered page. For guidance on measurements refer to Annex D of BS 5266-1	✓
5.2.8; 5.2.8.6	9 – Luminaires are installed where necessary to cover toilets, lifts, plant rooms and the like	✓
5.2.8	10 – Luminaires are sited at or near (within 2 m) all relevant 'points of emphasis' in accordance with BS 5266-1:2016 and in positions/locations identified from the fire safety risk assessment	✓
6.1	11 – Non-maintained luminaires operate on failure of supply to local lighting circuit	✓
6.3	12 – Illumination from at least two luminaires provided in each section of the escape route and open areas	✓
6.4	13 – Luminaires are mounted at least 2 m above the floor and at a suitable height/position to avoid areas of smoke accumulation and/or obstructions	✓
6.7	14 – Luminaires are suitably protected for their location (IP rating)	✓
7.4	15 – All luminaires and converted luminaires conform to BS EN 60598-2-22	✓
12	16 – Luminaires and lamps are in good condition	✓
	17 – Luminaires have been tested and found to operate for their full rated duration	✓
	18 – After the system has been tested, each luminaire charging indicator operates correctly	✓
SAFETY SIGNS		
5.2.9.1	19 – Escape route signs comply with BS EN ISO 7010 and are located and operated in accordance with BS 5499-4	✓
5.2.9.2	20 – Other safety signs are located and operated in accordance with BS 5499-10	✓

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

PART 5 : COMPLIANCE CHECKLIST - Continued (where a declared outcome is identified by an 'X', the details of the deviation must be accurately recorded on page 3 (PART 7))

✓ 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
TEST FACILITIES		
8.3.3	21 – A sufficient number of suitably located test facilities are provided with their function clearly identified	✓
	22 – All test facilities are suitable to apply a test for the relevant duration	✓
	23 – The test facilities act upon the intended luminaires only	✓
	24 – Test facilities are protected from unauthorised operation	✓
	25 – Automatic test facilities conform to BS EN 62034	N/A
10.7	26 – Training on the use of the test facilities and recording the results of tests has been given to the responsible person	✓
WIRING/EQUIPMENT		
8.1	27 – Fixed wiring of the emergency lighting installation has been installed in accordance with BS 7671 (as amended)	✓
8.3.2	28 – Isolators, switches and protective devices of the emergency system protected/located and appropriately labelled so as to prevent unauthorised use	N/A
FINAL DECLARATION TO BE CONDUCTED AT COMPLETION		
10.7	29 – User has been provided with accurate system documentation (drawings layout plans)	✓
	30 – User has been made aware of the action they need to take in the event of a test failure	✓
	31 – The user has been made aware of the need to maintain an up-to-date test log book	✓
11	32 – The emergency lighting system operates correctly when tested	✓
	33 – Deviations (if any) have been recorded accurately	N/A

Assessment carried out by

Name (capitals):

Signature:

Position:

Date:

PART 6 : DETAILS OF DEVIATIONS FROM THE RECOMMENDATIONS OF BS 5266-1

Clause No.	Details of the deviation	(see additional page No. N/A)

PART 7 : COMMENTS ON EXISTING INSTALLATION (Any defects identified on the existing emergency lighting installation, not covered by this certificate, should be recorded below)

(see additional page No. N/A)



ADDITIONAL NOTES

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(see additional page No. N/A.)

NOTES FOR RECIPIENT

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

Only the NICEIC Approved Contractor responsible for the small emergency lighting installation work, is authorised to issue this Emergency Lighting Completion Certificate.

This certificate should be read in conjunction with and supported by photometric data (see Note 1) and an appropriate Test log book, and include the following documents, which should be referenced in PART 4:

- 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 5286-1: 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 an addition or alteration that necessitated the carrying out of a periodic inspection on the existing emergency lighting installation, the Emergency Lighting Periodic Inspection and Testing Certificate should accompany this certificate.

You should have received the certificate, consisting of 3 pages in total, marked 'Original', and the Approved Contractor responsible for carrying out the work should have retained the certificate marked 'Duplicate'.

Certification of emergency lighting installation works

This certificate should have been issued on completion of new emergency lighting installation work that includes no more than 25 new self-contained emergency lighting luminaires, where the Approved Contractor issuing the certificate is solely responsible for the design, construction and the inspection and testing of the work. The work may be either a new emergency lighting installation or an addition or alteration to an existing emergency lighting installation.

The completed certificate is intended to confirm that the emergency lighting installation detailed in this certificate has been fully inspected and tested and, except for the deviations (if any) recorded in the certificate, complies with the requirements of BS 7671: Requirements for Electrical Installations, as amended and the relevant recommendations and requirements of the emergency lighting standards listed below:

- *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*
- *BS EN 50172: 2004 (BS 5286-8: 2004) – Emergency escape lighting systems*

The certificate should not have been issued for the periodic inspection and testing of an existing emergency lighting installation, for which an Emergency Lighting Periodic Inspection and Testing Certificate should be used.

The completed certificate should have been issued to the Responsible Person for the premises (as identified in PART 3 'Declaration of Conformity') and must be accompanied by all the following documents:

- i) a completed and signed compliance checklist
- ii) photometric design data
- iii) an appropriate test log book

The Approved Contractor should have signed PART 3, attesting ALL required documentation is present: absence of any of above documents (i, ii or iii) renders this certificate invalid.

BS 5286-1 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.

If you were the person ordering the work, but not the user of the installation, you should pass this certificate, or a full copy of it, including these notes and any related reference documents, to the user immediately. This certificate 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 certificate will demonstrate to the new Responsible Person that the emergency lighting installation covered by this certificate complied with the Standards listed above and the requirements of BS 7671 (as amended), at the time the certificate was issued.

Emergency lighting systems should be maintained by regular inspections and tests in accordance with Clause 7.2 of BS EN 50172: 2004 (BS 5286-8: 2004).

NICEIC* Approved Contractors have been assessed as having the technical capability to carry out electrical work in compliance with BS 7671, 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.

Where the client/person ordering the work has reason to believe that the newly installed work does not comply with the requirements of the national electrical safety standard, BS 7671 (as amended), or the particular electrical safety aspects embodied in the other standards included on the certificate, the client should, in the first instance, raise their specific concerns in writing with the Approved Contractor. If those concerns remain unresolved, the client may make a formal complaint to NICEIC.

** 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).*

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