

NOTICE OF COMMENCEMENT AND COMPLETION OF CERTAIN STAGES OF WORK

- 12 (1)** A person carrying out building work shall not commence any building work unless –
- (a) he or she has given the building authority a notice in a written form that he intends to commence work; and
 - (b) at least 2 days have elapsed since the end of the day on which he or she gave the notice.
- (2)** A person carrying out building work shall not carry out any work to which this paragraph applies unless –
- (a) he or she has given the building authority notice in writing that he or she intends to commence work; and
 - (b) at least 2 days have elapsed since the end of the day on which he or she gave the notice.
- (3)** Paragraph (2) applies to:-
- (a) the covering up of any excavation for a foundation, any foundation, any damp-proof course or any concrete or other material laid over a site;
 - (b) the haunching or covering up of any drain or sewer in respect of which Part H of Schedule 1 imposes a requirement; and
 - (c) any other part of the building work in respect of which the building authority have imposed a requirement under paragraph (4)(a) **the covering up of any fire resisting enclosure, the closing of cavities & the roof, prior to covering.**
- (4)** A building authority, on giving notice that plans for building have been passed, may include in the notice either or both of the following requirements:-
- (a) a requirement that the person carrying out the work give to the building authority notice that he or she intends to commence such part of the work as may be specified in the requirement;
 - (b) the completion of the building work, give a notice in writing to the building authority of its completion.
- (5)** A person carrying out building work shall not more than 5 days after –
- (a) where a building is being erected, and that building (or part of it) is to be occupied before completion, the owner or the person carrying out that work shall give the building authority notice of such intention in writing at least 5 days before the building or any part of it is occupied.
 - (b) the completion of laying of any drain or sewer in respect of which Part of Schedule 1, imposes a requirement, including any haunching or any covering of the drain or sewer and the backfilling of any trench; and
- (6)** Where a person fails to comply with paragraphs (1) to (6) he or she shall comply within a reasonable time with any notice given by the building authority requiring him or her to cut into, lay open or pull down so much of the work as prevents it from ascertaining whether these Regulations have been complied with.
- (7)** If the building authority has given notice specifying the manner in which any work contravenes the requirements in these Regulations, a person who has carried out any further work to secure compliance with these Regulations shall within 7 days after the completion of such work give notice in writing to the building authority of its completion.
- (8)** A person who intends to carry out building work is not required to deposit plans where work consists only of work -
- (a) described in column 1 of the table in Schedule 3 if the work is to be carried out by a person described in corresponding entry in column 2 of that table, and paragraph 1 & 2 of that schedule have effect for the purposes of the descriptions in the Table;
 - (b) described in Schedule 3.
- (9)** In this regulation 'day' means any period of 24 hours commencing at midnight and excludes any Saturday, Sunday, or Bank Holiday.

COMPLETION CERTIFICATES

- 13 (1)** A building authority shall where it receives a notice under regulation 12(5)(b) and after taking all reasonable steps to ascertain that the building work satisfies any applicable requirements of Schedule 1 give a certificate to that effect.
- (2)** A certificate given in accordance with this regulation shall be evidence (but not conclusive evidence) that any applicable requirements of those Regulations have been complied with.