

Ventilation Design - Handover information to Client Requirements

Regulation 39 – New Dwellings and Buildings other than dwellings

Guidance and the signed declaration handover requirements for Buildings other than dwellings. *(as detailed in section 4 of Approved Document F, Volumes 1 & 2 2021 editions).*

1. Information about the ventilation system

Information relating to the design and installation of the ventilation system assists the Building Owner in operating and maintaining the system effectively.

2. Requirement F1(2) and Regulations 39, 42 and 44

Approved Document F Volume 1 provides guidance on the kind of information that should be provided and in the format that it should be presented.

3. The Responsible Person for the information handover to the building owner

The person carrying out the ventilation installation works.

Why is this information necessary?

So that the ventilation system can be conveniently operated and maintained by the owner in such a manner as to provide adequate ongoing and effective means of ventilation.

The Building Regulations 2010 (as amended)

Regulation 39 and Approved Document F Volumes 1 & 2

I confirm that the full and suitable details of the ventilation system design, commissioning, operating and maintenance instructions have been given to the Building Owner no later than 5 days after the completion of the project.

| | |
|----------------------------|--|
| Name <i>(please print)</i> | |
| Signed | |
| Date | |
| Project Address | |
| Project Reference | |

If you require any further guidance, please contact your Registered Building Inspector.