Guidance Note 5
Reporting of Failure of Certified Structures

Whilst the purpose of the Scheme of Certification of Design (Building Structures) is to make sure that buildings have been designed to comply with the requirements of the Building (Scotland) Regulations 2004 with respect to Standards 1.1 and 1.2 of Schedule 5, it is anticipated that from time to time there may be failures of buildings where the structural design was certified. Such failures may or may not relate to the design and certification of the building structure.

As soon as a member of the Scheme becomes aware of the failure of any part of a building the design of which was certified they shall make a report to SER. The responsibility for making such a report rests primarily with the Approved Body responsible for the certification of the design but reports may also be made by the Approved Certifier.

On receipt of a report SER will take whatever action is considered to be appropriate given the particular circumstances of the case.

Reports should be made using the attached form and sent to the Registration Scheme Administrator at:

Structural Engineers Registration Ltd
11 Upper Belgrave Street
London
SW1X 8BH.

Or:
admin@ser-ltd.com

October 2007

Structural Engineers Registration Ltd

Form for Reporting of Failure of Certified Structures.

SER Certificate No (if known)	
Project Description and Location	
Description of failure, reason for failure (if known) and any remedial or other action already taken	
Reported by (please print)	
SER Registration number	
Date	