

Chimney Notice Plates

As required by the Building Regulations and Approved Document J 2002 for hearth, fireplace, flue and chimney installations.

<input type="radio"/> IMPORTANT SAFETY NOTICE <input type="radio"/> This label must not be removed or covered	
1*	Property at _____
2*	The chimney/flue/hearth located in the _____
3*	The chimney is _____
4*	and has been relined with _____
5*	Chimney designation _____ Flue size _____
6*	The chimney is suitable for _____
7*	Is the flue suitable for condensing appliances _____
8*	Hearth suitable for _____
9*	New appliance installed is a _____
10*	Date of installation _____ Ref: _____
11*	By _____
12*	Other information _____
<input type="radio"/> Get the heating appliance & chimney checked annually by a competent contractor <input type="radio"/> If burning solid fuel it is essential the flue is swept regularly. Plate version: 1 - 3/02	

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**The line numbers do not appear on actual plate and refer to the guidance on the back page*

These metal notice plates (measuring 11cm x 11cm) are available from:



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Providing a notice plate for chimneys & hearths

1. The 2002 Edition of Approved Document J (ADJ) of the Building Regulations for England & Wales came into force on the 1st April 2002 and specifies the requirements for providing a Notice plate for chimney and hearth installations to comply with the following Requirement J4 of the Building Regulation.

Where a hearth, fireplace, flue or chimney is provided or extended, a durable notice containing information on the performance capabilities of the hearth, fireplace, flue or chimney shall be affixed in a suitable place in the building for the purpose of enabling combustion appliances to be safely installed.

Note: Similar requirements for provision of a notice plate apply in Scotland as referred to in F3.12 of the Building Standards (Scotland) Regulations.

2. The installer is considered to be the person responsible for providing the completed notice plate and fixing it in accordance with the requirements given in clauses 1.56 to 1.58 of the ADJ.
3. The location for fixing the plate is given in the following Clause 1.57 of the ADJ ;

Notice plates should be robust, indelibly marked and securely fixed in an unobtrusive but obvious position within the building such as:

- a) next to the electricity consumer unit; or*
- b) next to the chimney or hearth described; or*
- c) next to the water supply stop-cock.*

4. Guidance on completing the Topstak Notice plate is shown overleaf. An Aerospace marker pen or similar permanent marker should be used to write on the plate.

Checking and making a record of installations

The ADJ also specifies requirements for checking installations and providing a record or checklist of the installation as detailed in the following Clause 1.53;

1.53 Responsibility for achieving compliance with the requirements of Part J rests with the person carrying out the work. That "person" may be, e.g., a specialist firm directly engaged by a private client or it may be a developer or main contractor who has carried out work subject to Part J or engaged a sub-contractor to carry it out. In order to document the steps taken to achieve compliance with the requirements, a report should be drawn up showing that materials and components appropriate to the intended application have been used and that flues have passed appropriate tests. A suggested checklist for such a report is given at Appendix A and guidance on testing is given at Appendix E. Other forms of report may be acceptable. Specialist firms should provide the report to the client, developer or main contractor, who may be asked for documentation by the building control body.

Sources of information

The ADJ is published under the title "The Building Regulations 2000 Approved Document J Combustion appliances and fuel storage systems 2002 Edition" (ISBN no. 0 11 753494 3). It can be purchased from the Stationery Bookshops or via their website at www.tso.co.uk

The ADJ can also be viewed at www.safety.odpm.gov.uk/bregs/brads.htm

The ODPM (Office of the Deputy Prime Minister) deals with the Building Regulations and has produced a free Explanatory Booklet giving details on how to understand the Building Regulations. It also includes reference to installation of combustion appliances and chimneys. The booklet can be viewed at www.safety.odpm.gov.uk/bregs/brpub/br-booklet/whole.htm.



Topstak is the leading supplier of MULTIFLEX multifuel "Class 1" flexible flue liners and a wide range of systems for installing and relining chimneys, including ICS insulated metal chimneys, connecting flue pipes, terminals and birdguards.

We offer a NEXT DAY DELIVERY service and DISCOUNTED PRICES for all our products, whether you buy a single item or complete chimney.

The FREE TECHNICAL ADVISORY SERVICE we provide for all our products is considered to be the best available and we can provide typical layout drawings.

Our friendly and dedicated staff are supported by over 25 years experience.

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Guidance on filling out the Chimney Notice Plate

Line no	Compulsory or optional information	Notes
1	Compulsory	State the address of the property.
2	Compulsory	State the room where the hearth or beginning of the flue is located i.e. Lounge on ground floor.
3	Compulsory	If the chimney is a new installation state the type of system i.e. ICS insulated metal chimney or Brick built with clay liners. If the chimney is existing, such as a masonry chimney you could state Existing masonry chimney.
4	Compulsory	If the chimney is new you could state Not applicable new chimney. If the existing chimney has been relined state system used e.g. Topstak Multiflex "Class 1" flexible multifuel liner. If it has not been relined state Not relined.
5	Optional Flue size Compulsory	The designation information is optional and if known should be as defined in BS EN 1443 or by the manufacturer e.g. if the liner is Multiflex the designation would be T450 N2 S D3. The flue size must be stated e.g. 150 mm dia. State cross sectional dimensions if flue is square or rectangular flue.
6	Compulsory	State what generic types of appliance can be used with the flue e.g. solid fuel open fire or stove, gas appliance etc.
7	Compulsory	If flue/chimney product is suitable for condensing appliances state Yes. If it is not state No.
8	Compulsory	State what generic types of appliance can be used on the hearth e.g. solid fuel open fire or stove, gas appliance etc.
9	Optional	This gives the option to state the make of the installed appliance.
10	Compulsory	State date of installation. The space for "Ref" could be used to note the installer's job number.
11	Optional	This space is for the optional information giving contact details of the person or firm carrying out the installation.
12	Optional	This space can be used for giving details on conditions such as performance limitations e.g. false hearths.

Note: The above is guidance only and it is the responsibility of the installer to ensure that the information provided on the plate is correct and complies with the requirements