



# Notice of Finalisation of Design Details

**Building (Procedure)(Scotland) Regulations 2004**

**Form Q**

Notice of finalisation of design of elements specified in schedules to certificates issued in accordance with Regulations 32 and 34

## Part A to be completed by approved certifier

I hereby give notice that the detailed design of the elements specified in the schedule to the certificate of design number:

relating to building warrant reference number:

has been finalised and is in accordance with the relevant performance specification.

Name of certifier:

Registration number of certifier:

**Signed**

(Certifier)

**Dated**

## Part B to be completed by approved body

I can confirm that the person signing Part A is an approved certifier of design and is a principal in or is employed by this body.

Name of approved body:

Registration number of approved body:

**Signed**

(Certification co-ordinator of Approved body)

**Dated**

Address to which you should send this form:

**Building Standards  
Strategic Place Planning  
Aberdeen City Council  
Business Hub 4  
Marischal College  
Broad Street  
Aberdeen  
AB10 1AB  
Telephone: 01224 523470  
E-Mail: pi@aberdeencity.gov.uk**

Please refer to notes on reverse side.

## **Note**

This form to be signed and returned to Building Standards where a Certificate of Design (Building Structures) was issued by the project engineer as part of a building warrant application and which included a schedule of items identifying elements of structure which were subject to detailed design by a specialist contractor and which had not been completed at the time of warrant application.

## **General Data Protection Regulations**

### **How we use your data**

Aberdeen City Council collects, maintains and processes automatically information about you for the purposes of processing and determination of this Building Warrant application and this may be used for consultation purposes where applicable under legislation. Information will be disclosed only in accordance with the requirements of the Building Scotland Act 2003 or otherwise as required by law, including disclosure to other agencies for example Fire, Police, Scottish Natural Heritage, Historic Environment Scotland, as required for the purposes of determining this application.

For the purposes of processing this information Aberdeen City Council is the Data Controller. The Information Commissioner Office is the UK's regulator of data protection law:

[www.ico.org.uk](http://www.ico.org.uk)

For further information on how we use, store and protect your data please:

<https://www.aberdeencity.gov.uk/your-data/privacy-notice/your-data-building-warrant-application>