

New Designer/Installer Sign-Off Form Information

A new version of the designer/Installer sign-off form (Version 5.3.4) has been published. This version should be used for new projects starting on or after 01/12/2022. Any projects that have been started prior to this date using the previous version, can proceed with that version of the form.

The main change to the form is a question "If "Separate Hot water Storage", or "Separate & Integral Hot Water Storage" is selected, has the Primary pipework been Insulated?" in row 68 of the Main form. If the box(es) is ticked yes, the assessor can use the Designer/Installer sign-off form as evidence that any hidden primary pipework has been insulated.

See the snip below, highlighted in red.

64	5. Hot Water System		Heat pump #1	Heat pump #2	Heat pump #3
65	Maximum flow temperature (°C) of the heat pump system while providing hot water (by heat pump only) based on certified data	For up to three heat pumps: Input temperature in degrees celcius, please provide supporting documentation.			
66	Type of DHW Store	For up to three heat pumps: Input the type of store present, no store, integral store or separate store			
67	If "Separate Hot water Storage", or "Separate & Integral Hot Water Storage" is installed, has the Primary pipework been Insulated?	Primary pipework refers to the pipework between the heat pump(s) and the hot water storage vessel. Select Yes or No	Yes	No	
68	Manufacturer(s) of the installed DHW Store (s)	Ensure this is exact product manufacturer name.			
69	Model(s) of the installed DHW Store(s)	Use exact product model, including model name, number, qualifier where present.			
70	Is there an integral immersion or electric element				

Where a Designer/Installer sign-off form is required for a New-Final, Provisional BER, the designer/installer of the heating system must fill out and sign the form. In the case of an existing dwelling, where grant aid has not been provided by SEAI, the designer/installer of the heating system must fill out the form.

In the case where the Designer/Installer sign-off form is required due to grant works, the main contractor, or their nominated person fills out and signs the form as the person responsible for the design/installation of the heating system. This is a requirement for grant administration purposes and is acceptable for use in a BER assessment

See the snip below, highlighted in red

74	conforms to the design; (v) controls have been installed and set correctly.		Select Yes or No
75	Full name: (For SEAI grant works must be the Contractor's Nominated Person)		Enter name of person responsible for design/installation.
76	Company name: (For SEAI grant works must be the Contractor)		Enter company name of person completing signoff form.
77	Email Address:		Enter email of person completing signoff form.
78	Job title:		Enter job title of person completing signoff form.
79	Signature: (For SEAI grant works must be the Contractor's Nominated Person)		Signature of person responsible for design/installation.