



Appointment of dutyholder (England)

Building Regulations 2010 (as amended)

This information must be provided to Building Control following the appointment to dutyholder roles, and where not included on the original application. The Notice must be signed by the dutyholder and the client.

A Dutyholder refers to anyone involved in the design and construction of a building work project and requirements of dutyholders and their competence can be found in [Part 2A of the Building Regulations 2010 \(as amended\)](#)

Site address

Application Number

Dutyholder details

Dutyholder position appointed: Principal Designer ☐
Principal Contractor ☐

Name

Company

Address

Email

Telephone

Date appointed on project

Dutyholder declaration:

I confirm that as the principal designer or principal contractor for the above application, I understand my responsibilities under Part 2A of the Building Regulations 2010 (as amended).

Signature

Date

Client declaration:

I confirm that the information in this notice is correct and understand my responsibilities under Part 2A of the Building Regulations 2010 (as amended).

Signature

Date

Privacy Statement The information you provide on this form will be used only for the purposes of the work in connection with your building control application in processing and assessing your project for compliance with the Building Regulations 2010 (as amended) in line with our statutory duty.

Your personal information will be processed in line with Data Protection legislation. It will not be disclosed to third parties for marketing purposes but may be lawfully shared with certain third parties (consultant structural engineers, electrical engineers and heat producing appliance engineers) for the purposes of assessing compliance under the Building Regulations.

If you believe the data we process on you is incorrect you may request to see this information and, if required have it corrected or deleted. If you wish to raise a complaint you can contact our Data Protection Officer at the address below.

If you believe we are not processing your data lawfully you can complain to the Information Commissioner's Office (<https://ico.org.uk/>).

Further details are available on our website - [Data Protection | North Tyneside Council](#), or from the Information Governance Team, North Tyneside Council, Quadrant, The Silverlink North, Cobalt Business park, North Tyneside, NE27 0BY (email: Information.governance@northtyneside.gov.uk)