

GAS SAFE REGISTER
Rules of Registration
February 2026
V10.0



Rules of Registration

Through the act of registering with Gas Safe Register the Registered Business and the engineers working for the Registered Business have agreed to comply fully with these Rules of Registration and our policies, which can be found at:

GasSafeRegister.co.uk/who-we-are/our-policies/

Section 1

The Registered Business

Must tell us within agreed timescales* about:

- a) the business address as well as any other address from where gas work is conducted e.g., operating centre. Where the Registered Business has listed more than one business address against its registration this must be the main address from which the Registered Business operates.
- b) changes to the Registered Business address or any operating centre address;
- c) changes to the Registered Business Trading Title;
- d) changes to the ownership or legal entity status of a Registered Business;
- e) if the Registered Business stops trading or is legally dissolved at Companies House;
- f) the name of the person who will be the person responsible for gas registration matters on behalf of the Registered Business. If you are a sole trader, we will automatically make you the 'responsible person;'
- g) any change to the responsible person or changes to the engineers working for the Registered Business or any issues affecting an engineer's ability to undertake gas work safely/competently e.g., physical, or mental ill health issues or injury; and
- h) any current/active Notices of Contravention and/or Improvement/Prohibition Notices issued against an individual engineer or the Registered Business in writing relating to gas work.
- i) any pending or on-going prosecutions or criminal convictions relating to gas work.
- j) let us know straight away if their Licence Card is lost or stolen.
- k) any engineer or registered business subject to an HSE notice of contravention, improvement notice or prohibition notice."
- l) any conduct which has been assessed as representing a present danger to the public from a Multi-Agency Public Protection Arrangements (MAPPA) group (or equivalent organisation in Scotland, Northern Ireland, Isle of Mann, Jersey, or Guernsey) or appropriately authorised Police or Probation Officer."

* Please refer to the timescales noted in the Registration Policy at:

GasSafeRegister.co.uk/who-we-are/our-policies/

Section 2

General Responsibilities

Anyone carrying out Gas Work must:

- a) be listed against the Registered Business as an engineer and hold the appropriate registration work categories for the work being carried out. They must have a recognised and valid certificate of gas safety competence for registration in each work category before undertaking any work;
(<https://www.euskills.co.uk/about/our-industries/gas/standards-setting-body/standards-of-training/>)
- b) ensure all gas work done meets the requirements of the current gas safety legislation that is in force in the relevant Health & Safety agency's jurisdiction i.e. Great Britain, Isle of Man, Northern Ireland, Guernsey, and Jersey (See **Relevant Gas Safety Legislation** * listed below);
- c) do so competently;
- d) ensure the gas work has been correctly tested and commissioned or is left in a safe condition in accordance with legislation;

Note: Trainees or apprentices are only permitted to undertake on-site gas work under the direct supervision of a competent engineer who is listed as an engineer for a registered business. The registered business must maintain a record of all gas work undertaken under supervision and make this available when requested.

- e) meet manufacturer's instructions and keep to all standards and documents as listed in the Legislative, Industry Normative Document List ;
<https://www.gassaferegister.co.uk/gas-emergency/industry-contacts/>
- f) carry a Licence (ID) Card showing the name of the Registered Business in whose name the gas work is being carried out. When you hold a digital licence card you must ensure the device it is stored on is available to show the card.
- g) Engineers carrying out work for other businesses must be registered in their own name or be listed against the Registered Business they are working for as a named engineer if the work is carried out in the name of that business.
- h) show the Licence Card when asked and;
- i) return their Licence Card to us when it has expired or if we ask. Where a digital licence card that is held has expired, you must ensure you delete the card from the device it is stored on and email Gas Safe Register at enquiries@gassaferegister.co.uk confirming that the digital licence card(s) have been deleted from their devices/systems.

*** Relevant Gas Safety Legislation**

GB-The Gas Safety (Installation and Use) Regulations 1998.

IOM-.....The Gas Safety (Installation and Use) Regulations 1994 as amended and applied by the Gas Safety (Application) Order 1996.

NI-The Gas Safety (Installation & Use) Regulations (Northern Ireland) 2004.

Guernsey-The Health and Safety (Gas) (Guernsey) Ordinance, 2006.

Jersey-Health and Safety at Work (Jersey) 1989

The Registered Business must make sure that:

- a) the Trading Title under which gas work is carried out must be and remain consistent with the Trading Title registered with Gas Safe Register. Where it is identified that a Registered Business is advertising with the Gas Safe Register brand using a Trading Title different to that entered on the Gas Safe Register, this will be considered a breach of these Rules, and the Brand Enforcement Policy will be followed. The Brand Enforcement Policy can be found online at [GasSafeRegister.co.uk/who-we-are/our-policies/](https://www.gassaferegister.co.uk/who-we-are/our-policies/)
- b) anyone who does gas work for the Registered Business must be listed as an engineer on the business registration or be a Registered Business in their own right, except for Service Layer Engineers as covered by, Section 6 of the Registration Policy. The Registration Policy can be found online at [GasSafeRegister.co.uk/who-we-are/our-policies/](https://www.gassaferegister.co.uk/who-we-are/our-policies/)
- c) in the circumstance where work is subcontracted to another Registered Business, any work carried out will be done under the name of the sub-contracted business.
- d) registration records are kept updated and maintained in relation to the engineers carrying out work under the Registered Business's Trading Title/registration;
- e) gas work carried out on behalf of the Registered Business is appropriately managed e.g. carried out by engineers holding relevant registration work categories for the gas work being carried out, and;
- f) the Rules of Registration and Policies are understood and followed by engineers who undertake gas work using the Registered Business name;

The Registered Business and any of its engineers carrying out gas work on behalf of the Registered Business, must ensure that:

- a) nothing is done that would contribute to unsafe gas work or illegal activities;
- b) the Gas Industry Unsafe Situations Procedure (GIUSP) is correctly applied wherever unsafe gas situations are identified;
- c) the Register is notified of any concerns about unsafe gas work carried out by others, registered or otherwise, within 21 days; <https://www.gassaferegister.co.uk/gas-safety/concerns-reporting-illegal-gas-work/report-gas-work-concerns/>
- d) the Register is notified of any evidence of illegal gas work found, within 21 days;
- e) all remedial action attributed to the Registered Business is completed by the date given on any Notice served to them;

- f) the Register is notified about any pending or current prosecution or sanction relating to gas work, gas-safety laws, or Building Regulations or a conviction that could bring Gas Safe Register into disrepute placed against the Registered Business or an engineer listed against the business registration;
- g) nothing is done that would bring the Gas Safe Register into disrepute (see the Registration Policy); and
- h) records are kept of all gas work carried out and provided to the Register and consumer if requested. Please refer to GSR's Registration Policy for more information. <https://www.gassaferegister.co.uk/about-us/our-policies/>

Where a Registered Business, engineer or an employee of the Registered Business provides the Register with their customer's details, the Register will assume that the customer's permission has been obtained. It is the responsibility of the Registered Business, engineer, and/or employee to gain permission to do so for the purposes of Gas Safe registration.

Section 3

Probationary Registration

New and lapsed registrations; you (and any engineer carrying out gas work for you) will be subject to a probationary registration when registering. During this probationary period, you will be required to:

- a) be available for work inspection(s) within the reasonable timescales given by the Register (approximately 3 months);
- b) attend all confirmed work inspections or competency check's (unless there are proven exceptional circumstances, failure to attend an inspection will result in a suspension being applied in line with our Sanctions Policy).
- c) make available for inspection, the records of gas work mentioned in Section 4 as well as any other information that shows how you make sure that gas work is compliant and safe.
- d) Have a work inspection within 3 months of registering, failure to have a work inspection will result in sanctions being applied.

Current policies can be found at <https://www.gassaferegister.co.uk/about-us/our-policies/>

Section 4

Inspecting Work

The Registered Business must:

- a) agree to the Register inspecting the Registered Business or Centre Address(es) and to allow access to the work records and the work carried out by and on behalf of the Registered Business by its engineers or registered sub-contractors;
- b) attend all confirmed appointments (unless there are proven exceptional circumstances, failure to attend an appointment may result in a sanction being applied).

- c) agree to the Register inspecting any addresses relating to the Registered Business where gas work has been carried out, provided the consent to do so has been given by the property owner/tenant.
- d) ensure that a suitably gas competent and registered engineer representing the Registered Business is available for an inspection visit (inspection activities will take place where the work was carried out, the Registered Business address or as agreed between the parties); and
- e) shall make available for inspection the records of gas work mentioned in Section 2 as well as any other information that shows how the Registered Businesses/engineers make sure that gas work is safe.
- f) Arrange any site visit within a reasonable distance (30 minutes) of their operating centre if we meet you there.

Section 5

Investigating Concerns Relating to Gas Safety

The Registered Business must ensure that:

- a) it cooperates fully with the Register during any investigation into any safety concern raised with us and investigated by our employees;
- b) it allows any inspection to be carried out whilst we are investigating any concern raised with the Register;
- c) it attends any inspection that the Register requires the Registered Business to attend (except where a consumer has requested that the Registered Business/engineer is not present or other exceptional circumstances); and
- d) abides by the Register's complaints, sanctions, registration, and appeals policies as may be updated from time to time.

Current policies can be found at GasSafeRegister.co.uk/who-we-are/our-policies/

Section 6

Sanction, Suspension and Removal

Registered Businesses must ensure that:

- a) if suspended from the Register no gas work must be carried out by the Registered Business until the suspension is lifted, and the business is registered again;
- b) if suspended from carrying out a category of work, the Registered Business' engineer(s) do not carry out any further gas work in that category until that category of work has been reinstated;
- c) if removed from the Register, the business must not carry out any further gas work; and
- d) adhere to any conditions which are placed on your registration by the Register, until those conditions are removed.

Note: Where a Registered Business or engineer has been prosecuted and is serving a custodial or suspended sentence for gas related offences, the existing registration will be

removed for the duration of the sentence plus any rehabilitation period applicable under the Rehabilitation of Offenders Act 1974. Applications for registration in these circumstances will not be considered until any rehabilitation period is spent.

Section 7

Fees and Charges

Registered Businesses must ensure that:

- a) full payment to the Register is received within specified timeframes for all registration fees and other charges relating to the Registered Business; anyone who does gas work for the Registered Business; and for reporting work.

Section 8

The Gas Safe Register Brand

Registered Businesses must ensure that:

- a) it uses the Gas Safe Register brand in line with the Brand Enforcement Policy, which can be found online at: GasSafeRegister.co.uk/who-we-are/our-policies/
- b) if its registration is removed, it stops using the Gas Safe Register brand immediately until it is registered again; and
- c) it does not cause confusion in relation to the Gas Safe Register, or otherwise risk gas safety, by using any other gas membership scheme name(s), brand, or logo in relation to gas work.

Section 9

Reporting Notifiable Work to the Register

Registered Businesses must:

- a) notify the installation and commissioning of all heat producing gas appliances (boilers, fires, and air heaters etc.) and related heating systems and services e.g., hot water storage vessels, heating systems and controls etc., where required under relevant Building Regulations, confirming that the work installed and commissioned complies with the applicable Building Regulations and relevant Standards.
- b) make these reports via the Gas Safe Register Registered Business online system or through a Gas Safe Register authorised third party notification partner, e.g. APHC or the appliance manufacturer.

All notifications (be it to the Gas Safe Register or to a Gas Safe Register authorised third party notification partner) must be made within **21** calendar days of the work being completed.

Section 10

Definitions

Centre Address	The primary address from where the business will operate.
Defect Notice	A notice sent to the Registered Business by the Register showing the work carried out in the name of the Registered Business needed to be corrected.
Engineer	A person who holds recognised certificates of safety competence for gas or other recognised activities and who is listed against the registration records of at least one Registered Business.
Work	Work as defined under relevant gas safety legislation e.g., the Gas Safety (Installation and Use) Regulations 1998 and/or other related work e.g., that is required for compliance with relevant Building Regulations etc.
Licence (ID) Card	The identity card we provide for each engineer, which includes registration start and end dates, a photograph of the engineer, the engineer's licence number, the list of work categories with start and end dates, the Registered Business's name, and registration number. An identity Card can be a Physical identity Card or a Digital identity Card.
Registered Business	The address where all correspondence relating to registration should be sent.
Address	This may be the same as your Centre Address.
Business	An organisation and its engineers/employees, or a self-employed person, registered with Gas Safe Register to carry out gas work.
Trading Title	The trading name used to promote and advertise the business for the purposes of undertaking gas work as a Registered Business.
Trainee/Apprentice	An individual enrolled and undertaking a training programme recognised and approved by the Institution of Gas Engineers and Mangers (IGEM). Unsafe Gas Work Any gas work that is categorised as 'at risk' or 'immediately dangerous' as described in the Gas Industry Unsafe Situations Procedure.
Unsafe Gas Work	Any gas work that is categorised as 'at risk' or 'immediately dangerous' as described in the Gas Industry Unsafe Situations Procedure.

These Rules of Registration are explained in more detail in our policies, which can be viewed at: GasSafeRegister.co.uk/who-we-are/our-policies/

All our policies and other relevant information, such as the technical standards required of you, and the fees and charges table, are available on the website at: www.GasSafeRegister.co.uk.

We may change these Rules from time to time. When this happens, we will let the responsible person for the Registered Business know.

Contact:

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Darlington,
DL1 9DG

Telephone: 0800 408 5577

Email: register@GasSafeRegister.co.uk

Website: www.GasSafeRegister.co.uk