ME/LP/NSI/002/16   4 February 2016

To all NACOSS Gold, Fire Gold, Systems Silver and Fire Silver Approved Companies using Certificates of Compliance Paper Pads

Dear Colleague

CERTIFICATES OF COMPLIANCE – THE FUTURE

As a user of Paper Certificates, this letter explains how these will be discontinued in the near future, and to help you plan for this.

Currently Certificates of Compliance can be purchased from NSI in three different formats; eDirect, Electronic Blocks and Paper Triplicate Set pads.

About 80% of all certificates are now ordered as eDirect and Electronic Blocks, saving approved companies' time and helping improve accuracy in the issuing of certificates to customers.

Paper pads will continue to be available for purchase until **Wednesday 30th November 2016**, and paper certificate returns will only be accepted by NSI with an issue date up to **31st March 2017**.

From December 2016 Certificates of Compliance will only be available for purchase as:

- eDirect - providing a quick and easy way to buy and complete certificates on-line. Access the service via the secure Company Login area, where you can buy them individually or in multiples
- Electronic Blocks (supplemented by pre-printed certificate paper). These are available to approved companies using installer software packages.

For instructions on how to purchase and complete eDirect certificates, see the NSI website and the FAQs attached.

If you need any further guidance about purchasing or issuing eDirect certificates, or information on Electronic Blocks please email Carole Whitfield, on carole.whitfield@nsi.org.uk.

Yours sincerely

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