

# Installation of ceiling insulation

## Consumer safety self-assessment and installer acknowledgement form

### Part A: Consumer safety self-assessment

#### Insulation and safety

The installation of insulation in your home, when performed in accordance with approved industry guidelines, will reduce your heating and cooling costs as well as carbon emissions.

However, incorrectly installed insulation may cause electrical and gas components to overheat and cause a fire. Also, poorly laid insulation may be ineffective in achieving the promised energy savings.

If you have any concerns about insulation installed in your home, it is your responsibility to be certain that your insulation has not created a fire hazard.

#### Consumer safety self-assessment

Before an insulation installer begins work on your home, do your own quick self-assessment to determine if your roof space contains objects that may already be generating heat.

| Questions to ask yourself – tick yes or no                                                                                        | Yes | No |
|-----------------------------------------------------------------------------------------------------------------------------------|-----|----|
| Does your roof space have electrical wiring that was installed prior to 1999 that would be covered by insulation?                 |     |    |
| Does your roof space have electrical transformers or other devices (such as TV boosters, security alarms, electric water heater)? |     |    |
| Does your ceiling have halogen 12 volt down lights?                                                                               |     |    |
| Does your ceiling have LED down lights?                                                                                           |     |    |
| Does your ceiling have incandescent 240V down lights?                                                                             |     |    |
| Does your home have a flue from a gas heater or wood combustion heater that penetrates the roof space?                            |     |    |
| Does your home have a chimney from a fire that penetrates the roof space?                                                         |     |    |
| Does your roof space have a gas water heater or gas space heater?                                                                 |     |    |
| Does your home have high intensity heating lamps in the bathroom?                                                                 |     |    |
| Does your home have an exhaust fan from the kitchen or bathroom that vents into the roof space?                                   |     |    |

#### If you answered yes

If you answered yes to any of these questions, then there is the potential for an excessive build-up of heat should insulation be installed in contact with or covering any of the items mentioned above. It is therefore important that the person who is installing the insulation be aware of the minimum air gap or other measures that are required to ensure heat can be dissipated to the air.

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## Concerns for safety

If you have any concerns about the safety or standard of your insulation installation it is recommended that it is checked by a licensed electrician at your own cost or by negotiation with your insulation installer.

## Choosing a licensed installer

In SA, persons carrying on the business of insulation installation must hold a licence under the *Building Work Contractors Act 1995*. Ask to see their Builders Licence number as proof of their experience and qualifications to be able to perform the job properly.

Do not deal with installers who cannot quote their licence number. Insulation installers who do not hold a licence run the risk of being prosecuted if they contract for work in this state.

To find out if a person or business is licensed by Consumer and Business Services (CBS) visit the licensing public register online at <https://secure.cbs.sa.gov.au/OccLicPubReg/LicenceSearch.php>.

If you remain concerned about your insulation, and your installer is unable to resolve your complaint or is unlicensed, please contact CBS on 131 882 for further advice.

Further guidance on installation of insulation can be found in AS3999, AS3000 and the Building Code of Australia.

**Continue to Part B: Installer acknowledgement form (pages 3 and 4)**

## Part B: Installer acknowledgement form

Sections 1 and 2 are to be completed by the installer.

By signing this form, the installer acknowledges they understand the electrical Wiring Rules and Gas Rules in relation to the installation of insulation and the need to ensure insulation is kept at mandated distances from down lights and transformers and other items listed below.

Incorrectly installed insulation can cause lights, transformers or other items to overheat and cause a fire.

Further guidance on installation of insulation can be found in AS3999, AS3000 and the Building Code of Australia.

### Section 1: Installer hazard assessment

| To be completed by the installer                                                                                                                                              |     |    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| I hereby acknowledge that I have carried out a hazard assessment of the ceiling and roof space at:                                                                            |     |    |
| <i>(Property address)</i>                                                                                                                                                     |     |    |
| During my hazard assessment, I noted that the home has the following electrical and/or gas heat generating equipment either in the roof space, or penetrating the roof space. |     |    |
| Equipment noted in the roof space or penetrating the roof space – tick yes or no                                                                                              | Yes | No |
| Pre-1999 electrical wiring contacts insulation                                                                                                                                |     |    |
| Electrical transformers or other devices                                                                                                                                      |     |    |
| 12V halogen down lights                                                                                                                                                       |     |    |
| Recessed 240V volt down lights                                                                                                                                                |     |    |
| Flue from gas or combustion heaters                                                                                                                                           |     |    |
| Chimney from a fire                                                                                                                                                           |     |    |
| Gas water heater or gas space heater                                                                                                                                          |     |    |
| High intensity heat lamps                                                                                                                                                     |     |    |
| Exhaust fans venting into the roof space                                                                                                                                      |     |    |
| Other heat generating items                                                                                                                                                   |     |    |
| _____                                                                                                                                                                         |     |    |
| _____                                                                                                                                                                         |     |    |

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## Section 2: Installation declaration

Guidelines to maintain clearances – refer to appropriate Australian Standards for full requirements

| Items in ceiling space                                                          | Default minimum clearances <sup>1</sup>                                                                                             |                                                                                               | Remarks                                                                      |
|---------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| Recessed luminaires (including mains voltage and extra low voltage down lights) | 50mm side clearance to bulk thermal insulation <sup>2</sup><br><br>50 mm clearance to auxillary equipment (transformer for example) | 200mm clearance above luminaire<br><br>200 mm side clearance to combustible building elements | As per AS/NZS3000:2007 <sup>3</sup>                                          |
| Transformers and other electrical devices                                       | 50mm for down light transformers                                                                                                    | 200mm for other electrical devices                                                            | Includes heat lamps.                                                         |
| Wiring 1986–1999                                                                | OK to install if the insulation depth is less than or equal to 150mm                                                                | Do not install if the insulation depth is greater than 150mm                                  | Consult a licensed electrician if the insulation depth is greater than 150mm |
| Wiring pre–1986                                                                 | Do not install                                                                                                                      |                                                                                               | Consult a licensed electrician                                               |
| Exhaust fans                                                                    | 25mm                                                                                                                                |                                                                                               | Also install a fire-resistant separator with loose-fill insulation           |
| Flues and chimneys                                                              | 25mm                                                                                                                                | 50mm for loose-fill insulation                                                                | Also install a fire-resistant separator with loose-fill insulation           |
| Gas water heaters and space heaters and other gas appliances                    | 300mm                                                                                                                               |                                                                                               | Also install a fire-resistant separator with loose-fill insulation           |

### To be completed by the installer

*I acknowledge that I have installed the insulation using the above clearance guidelines and in accordance with relevant Australian Standards and in such a manner that will allow for the continued safe operation of all installed equipment in the ceiling space.*

*I acknowledge that the persons listed below as conducting the installation are holders of a Construction Work White Card.*

Full name of person inspecting:

Signature:

Contractor name:

Date:

License number (PGE or BLD):

Name of person(s) who conducted the installation:

The installer should provide a copy of this form to the householder and keep a copy for reference

#### Notes:

1. Default minimum clearances are required unless smaller clearances are specified by the product manufacturer.
2. In accordance with AS/NZS3000:2007 a fixed guard is required where insulation materials are not secured in position or where loose materials are present.
3. In accordance with AS/NZS3000:2007 these default minimum clearances apply for recess luminaires unless:
  - The luminaire is designed and certified by the manufacturer as being suitable for operation (a) in contact with combustible materials or (b) in contact with or enclosed/covered by thermal insulation material; or
  - The luminaire is installed with a barrier tested and classified to comply with AS/NZS 5110 as being suitable for the installation conditions; or
  - The manufacturer specifies alternate minimum clearances.

Further guidance on installation of insulation can be found in AS3999, AS3000 and the Building Code of Australia.