

BS 7671:2018+A2:2022 MODEL FORMS FOR CERTIFICATION AND REPORTING

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Forms included in this file

- 1 Electrical Installation Certificate (EIC)
- 2 Schedule of Circuit Details
- 3 Schedule of Test Results

ELECTRICAL INSTALLATION CERTIFICATE
(REQUIREMENTS FOR ELECTRICAL INSTALLATIONS - BS 7671)

Certificate No.:

DETAILS OF THE CLIENT	
INSTALLATION ADDRESS	
DESCRIPTION AND EXTENT OF THE INSTALLATION Description of installation:	New installation <input type="checkbox"/>
Extent of installation covered by this Certificate:	Addition to an existing installation <input type="checkbox"/>
(Use continuation sheet if necessary) See continuation sheet No:	Alteration to an existing installation <input type="checkbox"/>
FOR DESIGN I/We, being the person(s) responsible for the design of the electrical installation (as indicated by my/our signatures below), particulars of which are described above, having exercised reasonable skill and care when carrying out the design, hereby CERTIFY that the design work for which I/we have been responsible is to the best of my/our knowledge and belief in accordance with BS 7671:2018, amended to (date) except for the departures, if any, detailed as follows:	
Details of departures from BS 7671 (Regulations 120.3, 133.1.3 and 133.5):	
Details of permitted exceptions (Regulation 411.3.3). Where applicable, a suitable risk assessment(s) must be attached to this Certificate. <p style="text-align: right;">Risk assessment attached <input type="checkbox"/></p>	
The extent of liability of the signatory or signatories is limited to the work described above as the subject of this Certificate. For the DESIGN of the installation: **(Where there is mutual responsibility for the design)	
Signature:	Date: Name (IN BLOCK CAPITALS): Designer No 1
Signature:	Date: Name (IN BLOCK CAPITALS): Designer No 2**
FOR CONSTRUCTION I, being the person responsible for the construction of the electrical installation (as indicated by my signature below), particulars of which are described above, having exercised reasonable skill and care when carrying out the construction hereby CERTIFY that the construction work for which I have been responsible is to the best of my knowledge and belief in accordance with BS 7671:2018, amended to (date) except for the departures, if any, detailed as follows:	
Details of departures from BS 7671 (Regulations 120.3 and 133.5):	
The extent of liability of the signatory or signatories is limited to the work described above as the subject of this Certificate. For CONSTRUCTION of the installation:	
Signature:	Date: Name (IN BLOCK CAPITALS): Constructor
FOR INSPECTION AND TESTING I, being the person responsible for the inspection & testing of the electrical installation (as indicated by my signature below), particulars of which are described above, having exercised reasonable skill and care when carrying out the inspection & testing hereby CERTIFY that the work for which I have been responsible is to the best of my knowledge and belief in accordance with BS 7671:2018, amended to (date) except for the departures, if any, detailed as follows:	
Details of departures from BS 7671 (Regulations 120.3 and 133.5):	
The extent of liability of the signatory or signatories is limited to the work described above as the subject of this Certificate. For INSPECTION AND TESTING of the installation:	
Signature:	Date: Name (IN BLOCK CAPITALS): Inspector
NEXT INSPECTION I/We, the designer(s), recommend that this installation is further inspected and tested after an interval of not more than years/months.	

PARTICULARS OF SIGNATORIES TO THE ELECTRICAL INSTALLATION CERTIFICATE

Designer (No 1) Name: Company:
Address:
..... Postcode: Tel No:

Designer (No 2) Name: Company:
(if applicable) Address:
..... Postcode: Tel No:

Constructor Name: Company:
Address:
..... Postcode: Tel No:

Inspector Name: Company:
Address:
..... Postcode: Tel No:

SUPPLY CHARACTERISTICS AND EARTHING ARRANGEMENTS

Earthing arrangements	Number and Type of Live Conductors		Nature of Supply Parameters	Supply Protective Device
TN-C <input type="checkbox"/>	AC <input type="checkbox"/>	DC <input type="checkbox"/>	Nominal voltage, $U / U_0^{(1)}$ V	BS (EN)
TN-S <input type="checkbox"/>	1-phase, 2-wire <input type="checkbox"/>	2-wire <input type="checkbox"/>	Nominal frequency, $f^{(1)}$ Hz	Type
TN-C-S <input type="checkbox"/>	2-phase, 3-wire <input type="checkbox"/>	3-wire <input type="checkbox"/>	Prospective fault current, $I_{pf}^{(2)}$ kA	Rated current A
TT <input type="checkbox"/>	3-phase, 3-wire <input type="checkbox"/>	Other <input type="checkbox"/>	External earth fault loop impedance, $Z_e^{(2)}$ Ω	
IT <input type="checkbox"/>	3-phase, 4-wire <input type="checkbox"/>		(Note: (1) by enquiry (2) by enquiry or by measurement)	
	Confirmation of supply polarity <input type="checkbox"/>			

Other sources of supply (as detailed on attached schedule) **PARTICULARS OF INSTALLATION REFERRED TO IN THE CERTIFICATE**

Means of Earthing	Maximum Demand
Distributor's facility <input type="checkbox"/>	Maximum demand (load) kVA / Amps (Delete as appropriate)
Installation earth electrode <input type="checkbox"/>	Details of Installation Earth Electrode (where applicable) Type (e.g. rod(s), tape etc) Location Electrode resistance to Earth

Main Protective Conductors

Earthing conductor	Material	csa	mm ²	Connection / continuity verified <input type="checkbox"/>
Main protective bonding conductors	Material	csa	mm ²	Connection / continuity verified <input type="checkbox"/>

To water installation pipes To gas installation pipes To oil installation pipes To structural steel To lightning protection
To other Specify

Main switch / Switch-fuse / Circuit-breaker / RCD

Location	Current rating A	If RCD main switch RCD Type
BS (EN)	Fuse / device rating or setting A	
No of poles	Voltage rating V	
		Rated residual operating current ($I_{\Delta n}$) mA
		Rated time delay ms
		Measured operating time ms

Schedule of Inspections

Item No.	Description	Outcome ✓ / N/A	Item No.	Description	Outcome ✓ / N/A
1.0	Condition of consumer's intake equipment (Visual inspection only)		8.0	Circuits (Distribution and Final)	
			9.0	Isolation and switching	
2.0	Parallel or switched alternative sources of supply		10.0	Current-using equipment (permanently connected)	
			11.0	Identification and notices	
3.0	Protective measure: Automatic Disconnection of Supply (ADS)		12.0	Location(s) containing a bath or shower	
4.0	Basic protection		13.0	Other special installations or locations	
5.0	Protective measures other than ADS		14.0	Prosumer's low voltage electrical installation(s)	
6.0	Additional protection				
7.0	Distribution equipment				

COMMENTS ON EXISTING INSTALLATION (in the case of an addition or alteration see Regulation 644.1.2):

.....
.....
.....
.....
.....

SCHEDULES

This Certificate is valid only when Schedules of Circuit Details and Test Results are attached. (Enter quantities of schedules attached).

GENERIC SCHEDULE OF TEST RESULTS

Certificate/Report No.:

Distribution board details

DB reference: Z_{db} Ω I_{pr} kA
 Confirmed: Correct polarity Phase sequence
 SPD: Operational status confirmed^{††} N/A

Details of test instruments used (serial and/or asset numbers)
 Multifunction:
 Continuity:
 Insulation resistance:
 Earth fault loop impedance:
 RCD:
 Earth electrode resistance:

TEST RESULT DETAILS

Circuit number	Continuity (Ω)				Insulation resistance			Z_s (Ω)	RCD		AFDD	Remarks
	Ring final circuit	$(R_1 + R_2)$ or R_2			Test voltage (V)	Live - Live (M Ω)	Live - Earth (M Ω)		Maximum measured	Disconnection time (ms)**		
17												
18	r_1 (line) (Ω)											
19	r_n (neutral)											
20	r_2 (cpc)											
21	$(R_1 + R_2)$											
22	R_2											
23	Test voltage (V)											
24	Live - Live (M Ω)											
25	Live - Earth (M Ω)											
26	Polarity#											
27	Maximum measured											
28	Disconnection time (ms)**											
29	Test button operation											
30	Manual test button operation											
31												

Tested by name (Capitals):

Signature: Date:

^{††} Not all SPDs have visible functionality indication.
[#] An 'X' denoting incorrect polarity cannot be entered on to this schedule when issued with an Electrical Installation Certificate.
^{**} RCD effectiveness is verified using an alternating current test at rated residual operating current (I_{AR}).

ELECTRICAL INSTALLATION CERTIFICATE

Notes for the person producing the Certificate:

- 1 The Electrical Installation Certificate is to be used for:
 - the initial certification of a new installation or for an addition or alteration to an existing installation where new circuits have been introduced, or
 - the replacement of a consumer unit/distribution board, or
 - certifying for where there are multiple additions, or alterations or remedial works to the existing installation which do not extend to new circuits as an alternative to the issue of multiple Minor Electrical Installation Works Certificates.

It is not to be used for periodic inspection and testing, for which an Electrical Installation Condition Report should be used. For an addition or alteration which does not extend to the introduction of new circuits, a Minor Electrical Installation Works Certificate may be used.

The 'original' Certificate is to be issued to the person ordering the work (Regulation 644.4). A duplicate should be retained by the person issuing the certificate.

- 2 This Certificate is only valid if the Schedule of Inspections has been completed to confirm that all relevant inspections have been carried out and where accompanied by Schedule(s) of Circuit Details and Test Results.
- 3 The signatures appended are those of the persons authorized by the companies executing the work of design, construction, inspection and testing respectively. A signatory authorized to certify more than one category of work should sign in each of the appropriate places. (Where a single signature electrical installation certificate is used, the person authorized for executing the work of design, construction, inspection and testing shall sign the certificate.)
- 4 The time interval recommended before the first periodic inspection must be inserted. The proposed date for the next inspection should take into consideration the frequency and quality of maintenance that the installation can reasonably be expected to receive during its intended life, and the period should be agreed between the designer, installer and other relevant parties.
- 5 The page numbers for the Schedule(s) of Circuit Details and Test Results should be indicated, together with the total number of pages associated with the certification provided.
- 6 The maximum prospective value of fault current (I_{pf}) recorded should be the greater of either the prospective value of short-circuit current or the prospective value of earth fault current.

ELECTRICAL INSTALLATION CERTIFICATE

GUIDANCE FOR RECIPIENTS (to be appended to the Certificate)

This safety Certificate has been issued to confirm that the electrical installation work to which it relates has been designed, constructed, inspected and tested in accordance with BS 7671.

You should have received an 'original' Certificate and the person that issued the Certificate should have retained a duplicate. If you were the person ordering the work, but not the owner of the installation, you should pass this Certificate, or a full copy of it including the schedules, immediately to the owner.

The 'original' Certificate should be retained in a safe place and be shown to any person inspecting or undertaking further work on the electrical installation in the future. If you later vacate the property, this Certificate will demonstrate to the new owner that the electrical installation complied with the requirements of BS 7671 at the time the Certificate was issued. The Construction (Design and Management) Regulations require that, for a project covered by those Regulations, a copy of this Certificate, together with schedules, is included in the project health and safety documentation.

For safety reasons, the electrical installation will need to be inspected at appropriate intervals by a skilled person or persons, competent in such work. The maximum time interval recommended before the next inspection is stated on Page 1 under 'NEXT INSPECTION'.

This Certificate is intended to be issued only for a new electrical installation or for new work associated with an addition or alteration to an existing installation. It should not have been issued for the inspection and testing of an existing electrical installation. An 'Electrical Installation Condition Report' should be issued for such an inspection.

This Certificate is only valid if the Schedule of Inspections has been completed to confirm that all relevant inspections have been carried out and where accompanied by Schedule(s) of Circuit Details and Test Results.

Where the installation includes a residual current device (RCD) it should be tested six-monthly by pressing the button marked 'T' or 'Test'. The device should switch off the supply and should then be switched on to restore the supply. If the device does not switch off the supply when the button is pressed, seek expert advice. **For safety reasons it is important that this instruction is followed.**

Where the installation includes an arc fault detection device (AFDD) having a manual test facility it should be tested six-monthly by pressing the test button. Where an AFDD has both a test button and automatic test function, manufacturer's instructions shall be followed with respect to test button operation.

Where the installation includes a surge protective device (SPD) the status indicator should be checked to confirm it is in operational condition in accordance with manufacturer's information. If the indication shows that the device is not operational, seek expert advice. **For safety reasons it is important that this instruction is followed.**

Where the installation includes alternative or additional sources of supply, warning notices should be found at the origin or meter position or, if remote from the origin, at the consumer unit or distribution board and at all points of isolation of all sources of supply.