

## APPENDIX 6 (Informative)

### MODEL FORMS FOR CERTIFICATION AND REPORTING

#### Introduction

- (i) The Electrical Installation Certificate required by Part 6 should be made out and signed or otherwise authenticated by a skilled person or persons in respect of the design, construction, inspection and testing of the work.
- (ii) The Minor Works Certificate required by Part 6 should be made out and signed or otherwise authenticated by a skilled person in respect of the design, construction, inspection and testing of the minor work.
- (iii) The Electrical Installation Condition Report required by Part 6 should be made out and signed or otherwise authenticated by a skilled person in respect of the inspection and testing of an existing installation.
- (iv) Skilled persons will, as appropriate to their function under (i) (ii) and (iii) above, have a sound knowledge and experience relevant to the nature of the work undertaken and to the technical standards set down in these Regulations, be fully versed in the inspection and testing procedures contained in these Regulations and employ adequate testing equipment.
- (v) Electrical Installation Certificates will indicate the responsibility for design, construction, inspection and testing, whether in relation to new work or further work on an existing installation.

Where design, construction, inspection and testing are the responsibility of one person a Certificate with a single-signature declaration in the form shown below may replace the multiple signatures section of the model form.

#### FOR DESIGN, CONSTRUCTION, INSPECTION & TESTING

**I being the person responsible for the Design, Construction, 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 Design, Construction, Inspection & Testing, hereby CERTIFY that the said work for which I have been responsible is to the best of my knowledge and belief in accordance with BS 7671:2008, amended to .....(date) except for the departures, if any, detailed as follows.**

- (vi) A Minor Works Certificate will indicate the responsibility for design, construction, inspection and testing of the work described on the certificate.
- (vii) An Electrical Installation Condition Report will indicate the responsibility for the inspection and testing of an existing installation within the extent and limitations specified on the report.
- (viii) Schedules of inspection and schedules of test results as required by Part 6 should be issued with the associated Electrical Installation Certificate or Electrical Installation Condition Report.
- (ix) When making out and signing a form on behalf of a company or other business entity, individuals should state for whom they are acting.
- (x) Additional forms may be required as clarification, if needed by ordinary persons, or in expansion, for larger or more complex installations.

# ELECTRICAL INSTALLATION CERTIFICATE

(REQUIREMENTS FOR ELECTRICAL INSTALLATIONS - BS 7671 [IET WIRING REGULATIONS])

<b>DETAILS OF THE CLIENT</b> .....	
<b>INSTALLATION ADDRESS</b> ..... .....	
<b>DESCRIPTION AND EXTENT OF THE INSTALLATION</b> Description of installation:	New installation <input type="checkbox"/>
Extent of installation covered by this Certificate:	Addition to an existing installation <input type="checkbox"/>
	Alteration to an existing installation <input type="checkbox"/>
(Use continuation sheet if necessary) see continuation sheet No: .....	
<b>FOR DESIGN</b> 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 7671:2008, amended to ..... (date) except for the departures, if any, detailed as follows:	
Details of departures from BS 7671 (Regulations 120.3 and 133.5):	
Details of permitted exceptions (Regulation 411.3.3). <small>Where applicable, a suitable risk assessment(s) must be attached to this Certificate.</small>	
Risk assessment attached <input type="checkbox"/>	
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: <small>** (Where there is mutual responsibility for the design)</small>	
Signature: .....	Date: ..... Name (IN BLOCK LETTERS): ..... Designer No 1
Signature: .....	Date: ..... Name (IN BLOCK LETTERS): ..... Designer No 2**
<b>FOR CONSTRUCTION</b> 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 7671:2008, 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 is limited to the work described above as the subject of this Certificate.	
For CONSTRUCTION of the installation:	
Signature: .....	Date: ..... Name (IN BLOCK LETTERS): ..... Constructor
<b>FOR INSPECTION &amp; TESTING</b> 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 7671:2008, 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 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 LETTERS): ..... Inspector
<b>NEXT INSPECTION</b> 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)**  
 (if applicable)  
 Name: ..... Company: .....  
 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"/>	a.c. <input type="checkbox"/>	Nominal voltage, U / U <sub>0</sub> <sup>(1)</sup> ..... V	BS (EN) .....
TN-S <input type="checkbox"/>	1-phase, 2-wire <input type="checkbox"/>	Nominal frequency, f <sup>(1)</sup> ..... Hz	Type .....
TN-C-S <input type="checkbox"/>	2 phase, 3-wire <input type="checkbox"/>	Prospective fault current, I <sub>pf</sub> <sup>(2)</sup> ..... kA	Rated current ..... A
TT <input type="checkbox"/>	3 phase, 3-wire <input type="checkbox"/>	External loop impedance, Ze <sup>(2)</sup> ..... 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**

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

**Main Protective Conductors**

Earthing conductor	Material ..... csa ..... mm <sup>2</sup>	Connection / continuity verified <input type="checkbox"/>
Main protective bonding conductors (to extraneous-conductive-parts)	Material ..... csa ..... mm <sup>2</sup>	Connection / continuity verified <input type="checkbox"/>
To water installation pipes <input type="checkbox"/>	To gas installation pipes <input type="checkbox"/>	To oil installation pipes <input type="checkbox"/>
To lightning protection <input type="checkbox"/>	To other <input type="checkbox"/>	Specify .....

**Main Switch / Switch-Fuse / Circuit-Breaker / RCD**

Location .....	Current rating ..... A	<b>If RCD main switch</b>
.....	Fuse / device rating or setting ..... A	Rated residual operating current (I <sub>Δn</sub> ) ..... mA
BS(EN) .....	Voltage rating ..... V	Rated time delay ..... ms
No of poles .....		Measured operating time(at I <sub>Δn</sub> ) ..... ms

**COMMENTS ON EXISTING INSTALLATION (in the case of an addition or alteration see Section 633):**

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

**SCHEDULES**

The attached Schedules are part of this document and this Certificate is valid only when they are attached to it.  
 ..... Schedules of Inspections and ..... Schedules of Test Results are attached.  
 (Enter quantities of schedules attached).

## SCHEDULE OF INSPECTIONS (for new installation work only) for DOMESTIC AND SIMILAR PREMISES WITH UP TO 100 A SUPPLY

**NOTE 1:** This form is suitable for many types of smaller installation, not exclusively domestic.

All items inspected in order to confirm, as appropriate, compliance with the relevant clauses in BS 7671. The list of items and associated examples where given are not exhaustive.

**NOTE 2:** Insert ✓ to indicate an inspection has been carried out and the result is satisfactory, or N/A to indicate that the inspection is not applicable to a particular item.

ITEM NO	DESCRIPTION	Outcome See Note 2
<b>1.0</b>	<b>DISTRIBUTOR'S / SUPPLY INTAKE EQUIPMENT</b>	
1.1	Condition of service cable	
1.2	Condition of service head	
1.3	Condition of distributor's earthing arrangement	
1.4	Condition of meter tails - Distributor/Consumer	
1.5	Condition of metering equipment	
1.6	Condition of isolator (where present)	
<b>2.0</b>	<b>PARALLEL OR SWITCHED ALTERNATIVE SOURCES OF SUPPLY</b>	
2.1	Adequate arrangements where a generating set operates as a switched alternative to the public supply (551.6)	
2.2	Adequate arrangements where a generating set operates in parallel with the public supply (551.7)	
<b>3.0</b>	<b>AUTOMATIC DISCONNECTION OF SUPPLY</b>	
3.1	<b>Presence and adequacy of earthing and protective bonding arrangements:</b>	
	• Installation earth electrode (where applicable) (542.1.2.3)	
	• Earthing conductor and connections, including accessibility (542.3; 543.3.2)	
	• Main protective bonding conductors and connections, including accessibility (411.3.1.2; 543.3.2)	
	• Provision of safety electrical earthing / bonding labels at all appropriate locations (514.13)	
	• RCD(s) provided for fault protection (411.4.9; 411.5.3)	
<b>4.0</b>	<b>BASIC PROTECTION</b>	
4.1	<b>Presence and adequacy of measures to provide basic protection (prevention of contact with live parts) within the installation:</b>	
	• Insulation of live parts e.g. conductors completely covered with durable insulating material (416.1)	
	• Barriers or enclosures e.g. correct IP rating (416.2)	
<b>5.0</b>	<b>ADDITIONAL PROTECTION</b>	
5.1	<b>Presence and effectiveness of additional protection methods:</b>	
	• RCD(s) not exceeding 30 mA operating current (415.1; Part 7), see Item 8.14 of this schedule	
	• Supplementary bonding (415.2; Part 7)	
<b>6.0</b>	<b>OTHER METHODS OF PROTECTION</b>	
6.1	<b>Presence and effectiveness of methods which give both basic and fault protection:</b>	
	• SELV system, including the source and associated circuits (Section 414)	
	• PELV system, including the source and associated circuits (Section 414)	
	• Double or reinforced insulation i.e. Class II or equivalent equipment and associated circuits (Section 412)	
	• Electrical separation for one item of equipment e.g. shaver supply unit (Section 413)	
<b>7.0</b>	<b>CONSUMER UNIT(S) / DISTRIBUTION BOARD(S):</b>	
7.1	Adequacy of access and working space for items of electrical equipment including switchgear (132.12)	
7.2	Presence of linked main switch(s) (537.1.4; 537.1.5; 537.1.6)	
7.3	Isolators, for every circuit or group of circuits and all items of equipment (537.2)	
7.4	Suitability of enclosure(s) for IP and fire ratings (416.2; 421.1.6; 421.1.201)	

ITEM NO	DESCRIPTION	Outcome See Note 2
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<b>CONSUMER UNIT(S) / DISTRIBUTION BOARD(S) continued</b>		
7.5	Protection against mechanical damage where cables enter equipment (522.8.1; 522.8.11)	
7.6	Confirmation that ALL conductor connections are correctly located in terminals and are tight and secure (526.1)	
7.7	Avoidance of heating effects where cables enter ferromagnetic enclosures e.g. steel (521.5)	
7.8	Selection of correct type and ratings of circuit protective devices for overcurrent and fault protection (411.3.2; 411.4, .5, .6; Sections 432, 433)	
7.9	<b>Presence of appropriate circuit charts, warning and other notices:</b>	
	• Provision of circuit charts/schedules or equivalent forms of information (514.9)	
	• Warning notice of method of isolation where live parts not capable of being isolated by a single device (514.11)	
	• Periodic inspection and testing notice (514.12.1)	
	• RCD quarterly test notice; where required (514.12.2)	
	• Warning notice of non-standard (mixed) colours of conductors present (514.14)	
7.10	Presence of labels to indicate the purpose of switchgear and protective devices (514.1.1; 514.8)	

<b>8.0 CIRCUITS</b>		
8.1	Adequacy of conductors for current-carrying capacity with regard to type and nature of the installation (Section 523)	
8.2	Cable installation methods suitable for the location(s) and external influences (Section 522)	
8.3	Segregation/separation of Band I (ELV) and Band II (LV) circuits, and electrical and non-electrical services (528)	
8.4	Cables correctly erected and supported throughout including escape routes, with protection against abrasion (Sections 521, 522)	
8.5	Provision of fire barriers, sealing arrangements where necessary (527.2)	
8.6	Non-sheathed cables enclosed throughout in conduit, ducting or trunking (521.10.1; 526.8)	
8.7	Cables concealed under floors, above ceilings or in walls/partitions, adequately protected against damage (522.6.201, .202, .204)	
8.8	Conductors correctly identified by colour, lettering or numbering (Section 514)	
8.9	Presence, adequacy and correct termination of protective conductors (411.3.1.1; 543.1)	
8.10	Cables and conductors correctly connected, enclosed and with no undue mechanical strain (Section 526)	
8.11	No basic insulation of a conductor visible outside enclosure (526.8)	
8.12	Single-pole devices for switching or protection in line conductors only (132.14.1; 530.3.2)	
8.13	Accessories not damaged, securely fixed, correctly connected, suitable for external influences (134.1.1; 512.2; Section 526)	
8.14	<b>Provision of additional protection by RCD not exceeding 30mA:</b>	
	• Socket-outlets rated at 20 A or less, unless exempt (411.3.3)	
	• Mobile equipment with a current rating not exceeding 32 A for use outdoors (411.3.3)	
	• Cables concealed in walls at a depth of less than 50 mm (522.6.202, .203)	
	• Cables concealed in walls / partitions containing metal parts regardless of depth (522.6.202; 522.6.203)	
8.15	<b>Presence of appropriate devices for isolation and switching correctly located including:</b>	
	• Means of switching off for mechanical maintenance (537.3)	
	• Emergency switches (537.4)	
	• Functional switches, for control of parts of the installation and current-using equipment (537.5)	
	• Firefighter's switches (537.6)	

<b>9.0 CURRENT-USING EQUIPMENT (PERMANENTLY CONNECTED)</b>		
9.1	Equipment not damaged, securely fixed and suitable for external influences (134.1.1; 416.2; 512.2)	
9.2	Provision of overload and/or undervoltage protection e.g. for rotating machines, if required (Sections 445, 552)	
9.3	Installed to minimize the build-up of heat and restrict the spread of fire (421.1.4; 559.4.1)	
9.4	Adequacy of working space. Accessibility to equipment (132.12; 513.1)	

<b>10.0 LOCATION(S) CONTAINING A BATH OR SHOWER (SECTION 701)</b>		
10.1	30 mA RCD protection for all LV circuits, equipment suitable for the zones, supplementary bonding (where required) etc.	

<b>11.0 OTHER PART 7 SPECIAL INSTALLATIONS OR LOCATIONS</b>		
11.1	List all other special installations or locations present, if any. (Record separately the results of particular inspections applied)	

Inspected by:

Name (Capitals) .....

Signature .....

Date .....



## **ELECTRICAL INSTALLATION CERTIFICATE**

### **NOTES:**

- 1 The Electrical Installation Certificate is to be used only for the initial certification of a new installation or for an addition or alteration to an existing installation where new circuits have been introduced.

It is not to be used for a Periodic Inspection, for which an Electrical Installation Condition Report form 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 given to the person ordering the work (Regulation 632.1). A duplicate should be retained by the contractor.

- 2 This Certificate is only valid if accompanied by the Schedule of Inspections and the Schedule(s) of 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.
- 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 each of the Schedules of Test Results should be indicated, together with the total number of sheets involved.
- 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 British Standard 7671 (the IET Wiring Regulations).

You should have received an “original” Certificate and the contractor 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 British Standard 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 of an existing electrical installation. An “Electrical Installation Condition Report” should be issued for such an inspection.

This Certificate is only valid if accompanied by the Schedule of Inspections and the Schedule(s) of Test Results.

# MINOR ELECTRICAL INSTALLATION WORKS CERTIFICATE

(REQUIREMENTS FOR ELECTRICAL INSTALLATIONS - BS 7671 [IET WIRING REGULATIONS])

To be used only for minor electrical work which does not include the provision of a new circuit

## PART 1:Description of minor works

1. Description of the minor works
2. Location/Address
3. Date minor works completed
4. Details of departures, if any, from BS 7671:2008 as amended
5. Details of permitted exceptions (Regulation 411.3.3). Where applicable, a suitable risk assessment(s) must be attached to this Certificate.

Risk assessment attached

## PART 2:Installation details

1. System earthing arrangement TN-C-S  TN-S  TT
  2. Method of fault protection
  3. Protective device for the modified circuit Type ..... Rating ..... A
- Comments on existing installation, including adequacy of earthing and bonding arrangements (see Regulation 132.16):

## PART 3:Essential Tests

Earth continuity satisfactory

Insulation resistance:

Live - Live ..... MΩ

Live - Earth ..... MΩ

Earth fault loop impedance ..... Ω

Polarity satisfactory

RCD operation (if applicable). Rated residual operating current ( $I_{\Delta n}$ ) ..... mA

Disconnection time at  $I_{\Delta n}$  ..... ms

Disconnection time at  $5I_{\Delta n}$  ..... ms

Satisfactory test button operation..... (Insert ✓ to indicate operation is satisfactory)

## PART 4:Declaration

I CERTIFY that the said works do not impair the safety of the existing installation, that the said works have been designed, constructed, inspected and tested in accordance with BS 7671:2008 (IET Wiring Regulations), amended to ..... (date) and that the said works, to the best of my knowledge and belief, at the time of my inspection, complied with BS 7671 except as detailed in Part 1 above.

Name: .....

Signature: .....

For and on behalf of: .....

Position: .....

Address: .....

Date:.....

## **MINOR ELECTRICAL INSTALLATION WORKS CERTIFICATE**

### **NOTES:**

The Minor Works Certificate is intended to be used for additions and alterations to an installation that do not extend to the provision of a new circuit. Examples include the addition of socket-outlets or lighting points to an existing circuit, the relocation of a light switch etc. This Certificate may also be used for the replacement of equipment such as accessories or luminaires, but not for the replacement of distribution boards or similar items. Appropriate inspection and testing, however, should always be carried out irrespective of the extent of the work undertaken.

## **MINOR ELECTRICAL INSTALLATION WORKS CERTIFICATE GUIDANCE FOR RECIPIENTS (to be appended to the Certificate)**

This 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 British Standard 7671 (the IET Wiring Regulations).

You should have received an “original” Certificate and the contractor 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 copy of it, to the owner. A separate Certificate should have been received for each existing circuit on which minor works have been carried out. This Certificate is not appropriate if you requested the contractor to undertake more extensive installation work, for which you should have received an Electrical Installation Certificate.

The 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 minor electrical installation work carried out complied with the requirements of British Standard 7671 at the time the Certificate was issued.

## **SPECIFIC INSPECTION EXAMPLES** as appropriate to the installation

### **DISTRIBUTION EQUIPMENT**

- Security of fixing (134.1.1)
- Insulation of live parts not damaged during erection (416.1)
- Adequacy/security of barriers (416.2)
- Suitability of enclosures for IP and fire ratings (416.2; 421.1.6; 421.1.201; 526.5)
- Enclosures not damaged during installation (134.1.1)
- Presence and effectiveness of obstacles (417.2)
- Presence of main switch(es), linked where required (537.1.3; .4; .5; .6)
- Operation of main switch(es) (functional check) (612.13)
- Manual operation of circuit-breakers and RCDs to prove functionality (612.13.2)
- Confirmation that integral test button/switch causes RCD(s) to trip when operated (functional check) (612.13.1)
- RCD(s) provided for fault protection, where specified (411.4.9; 411.5.2; 531.2)
- RCD(s) provided for additional protection, where specified (411.3.3; 415.1)
- Confirmation overvoltage protection (SPDs) provided where specified (534.2.1)
- Confirmation of indication that SPD is functional (534.2.8)
- Presence of RCD quarterly test notice at or near the origin (514.12.2)
- Presence of diagrams, charts or schedules at or near each distribution board, where required (514.9.1)
- Presence of non-standard (mixed) cable colour warning notice at or near the appropriate distribution board, where required (514.14)
- Presence of alternative supply warning notice at or near (514.15)
  1. The origin
  2. The meter position, if remote from origin
  3. The distribution board to which the alternative/additional sources are connected
  4. All points of isolation of ALL sources of supply
- Presence of next inspection recommendation label (514.12.1)
- Presence of other required labelling (Section 514)
- Selection of protective device(s) and base(s); correct type and rating (411.3.2; 411.4.,.5, .6; Sections 432, 433)
- Single-pole protective devices in line conductors only (132.14.1, 530.3.2)
- Protection against mechanical damage where cables enter equipment (522.8.1; 522.8.11)
- Protection against electromagnetic effects where cables enter ferromagnetic enclosures (521.5.1)
- Confirmation that ALL conductor connections, including connections to busbars, are correctly located in terminals and are tight and secure (526.1)

### **CIRCUITS**

- Identification of conductors (514.3.1)
- Cables correctly supported throughout (522.8.5)
- Examination of cables for signs of mechanical damage during installation (522.6.1; 522.8.1)
- Examination of insulation of live parts, not damaged during erection (522.6.1; 522.8.1)
- Non-sheathed cables protected by enclosure in conduit, ducting or trunking (521.10.1)
- Suitability of containment systems (including flexible conduit) (Section 522)
- Correct temperature rating of cable insulation (522.1.1; Table 52.1)
- Adequacy of cables for current-carrying capacity with regard for the type and nature of installation (Section 523)
- Adequacy of protective devices: type and fault current rating for fault protection (434.5)
- Presence and adequacy of circuit protective conductors (411.3.1; 543.1)
- Coordination between conductors and overload protective devices (433.1; 533.2.1)
- Wiring systems and cable installation methods/practices with regard to the type and nature of installation and external influences (Section 522)
- Cables concealed under floors, above ceilings, in walls/partitions, adequately protected against damage (522.6.201, .202, .204)

- Provision of additional protection by RCDs having rated residual operating current ( $I_{\Delta n}$ ) not exceeding 30 mA
  1. For circuits used to supply mobile equipment not exceeding 32 A rating for use outdoors (411.3.3)
  2. For all socket-outlets of rating 20 A or less, unless exempt (411.3.3)
  3. For cables concealed in walls at a depth of less than 50 mm (522.6.202, .203)
  4. For cables concealed in walls/partitions containing metal parts regardless of depth (522.6.202; .203)
- Provision of fire barriers, sealing arrangements so as to minimize the spread of fire (Section 527)
- Band II cables segregated/separated from Band I cables (528.1)
- Cables segregated/separated from non-electrical services (528.3)
- Termination of cables at enclosures (Section 526)
  1. Connections under no undue strain (526.6)
  2. No basic insulation of a conductor visible outside enclosure (526.8)
  3. Connections of live conductors adequately enclosed (526.5)
  4. Adequately connected at point of entry to enclosure (glands, bushes etc.) (522.8.5)
- Suitability of circuit accessories for external influences (512.2)
- Circuit accessories not damaged during erection (134.1.1)
- Single-pole devices for switching or protection in line conductors only (132.14.1, 530.3.2)
- Adequacy of connections, including cpc's, within accessories and at fixed and stationary equipment (Section 526)

## **ISOLATION AND SWITCHING**

- Isolators (537.2)
  1. Presence and location of appropriate devices (537.2.2)
  2. Capable of being secured in the OFF position (537.2.1.2)
  3. Correct operation verified (functional check) (612.13.2)
  4. The installation, circuit or part thereof that will be isolated clearly identified by location and/or durable marking (537.2.2.6)
  5. Warning notice posted in situation where live parts cannot be isolated by the operation of a single device (514.11.1; 537.2.1.3)
- Switching off for mechanical maintenance (537.3)
  1. Presence of appropriate devices (537.3.1.1)
  2. Acceptable location – state if local or remote from equipment in question (537.3.2.4)
  3. Capable of being secured in the OFF position (537.3.2.3)
  4. Correct operation verified (functional check) (612.13.2)
  5. The circuit or part thereof to be disconnected clearly identified by location and/or durable marking (537.3.2.4)
- Emergency switching/stopping (537.4)
  1. Presence of appropriate devices (537.4.1.1)
  2. Readily accessible for operation where danger might occur (537.4.2.5)
  3. Correct operation verified (functional check) (537.4.2.6)
  4. The installation, circuit or part thereof to be disconnected clearly identified by location and/or durable marking (537.4.2.7)
- Functional switching (537.5)
  1. Presence of appropriate devices (537.5.1.1)
  2. Correct operation verified (functional check) (537.5.1.3; 537.5.2.2)

## **CURRENT-USING EQUIPMENT (PERMANENTLY CONNECTED)**

- Suitability of equipment in terms of IP and fire ratings (416.2)
- Enclosure not damaged/deteriorated during installation so as to impair safety (134.1.1)
- Suitability for the environment and external influences (512.2)
- Security of fixing (134.1.1)
- Cable entry holes in ceilings above luminaires, sized or sealed so as to restrict the spread of fire
- Provision of undervoltage protection, where specified (Section 445)
- Provision of overload protection, where specified (Section 433; 552.1)
- Recessed luminaires (downlighters)
  1. Correct type of lamps fitted
  2. Installed to minimize build-up of heat (421.1.2; 559.4.1)
- Adequacy of working space/accessibility to equipment (132.12; 513.1)

## **PART 7 SPECIAL INSTALLATIONS OR LOCATIONS**

Particular requirements for special locations are fulfilled.

# ELECTRICAL INSTALLATION CONDITION REPORT

<b>SECTION A. DETAILS OF THE CLIENT / PERSON ORDERING THE REPORT</b> Name ..... Address ..... .....	
<b>SECTION B. REASON FOR PRODUCING THIS REPORT</b> ..... ..... Date(s) on which inspection and testing was carried out .....	
<b>SECTION C. DETAILS OF THE INSTALLATION WHICH IS THE SUBJECT OF THIS REPORT</b> Occupier ..... Address ..... ..... Description of premises Domestic <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other (include brief description) <input type="checkbox"/> ..... Estimated age of wiring system .....years Evidence of additions / alterations Yes <input type="checkbox"/> No <input type="checkbox"/> Not apparent <input type="checkbox"/> If yes, estimate age .....years Installation records available? (Regulation 621.1) Yes <input type="checkbox"/> No <input type="checkbox"/> Date of last inspection ..... (date)	
<b>SECTION D. EXTENT AND LIMITATIONS OF INSPECTION AND TESTING</b> Extent of the electrical installation covered by this report ..... ..... Agreed limitations including the reasons (see Regulation 634.2) ..... ..... Agreed with: ..... Operational limitations including the reasons (see page no.....) ..... ..... The inspection and testing detailed in this report and accompanying schedules have been carried out in accordance with BS 7671: 2008 (IET Wiring Regulations) as amended to ..... It should be noted that cables concealed within trunking and conduits, under floors, in roof spaces, and generally within the fabric of the building or underground, have <b>not</b> been inspected unless specifically agreed between the client and inspector prior to the inspection. An inspection should be made within an accessible roof space housing other electrical equipment.	
<b>SECTION E. SUMMARY OF THE CONDITION OF THE INSTALLATION</b> General condition of the installation (in terms of electrical safety) ..... ..... ..... Overall assessment of the installation in terms of its suitability for continued use SATISFACTORY / UNSATISFACTORY* (Delete as appropriate) *An unsatisfactory assessment indicates that dangerous (code C1) and/or potentially dangerous (code C2) conditions have been identified.	
<b>SECTION F. RECOMMENDATIONS</b> Where the overall assessment of the suitability of the installation for continued use above is stated as UNSATISFACTORY, I / we recommend that any observations classified as 'Danger present' (code C1) or 'Potentially dangerous' (code C2) are acted upon as a matter of urgency. Investigation without delay is recommended for observations identified as 'Further investigation required' (code F1). Observations classified as 'Improvement recommended' (code C3) should be given due consideration. Subject to the necessary remedial action being taken, I / we recommend that the installation is further inspected and tested by .....(date)	
<b>SECTION G. DECLARATION</b> <b>I/We, being the person(s) responsible for the inspection and testing 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 inspection and testing, hereby declare that the information in this report, including the observations and the attached schedules, provides an accurate assessment of the condition of the electrical installation taking into account the stated extent and limitations in section D of this report.</b>	
<b>Inspected and tested by:</b> Name (Capitals) ..... Signature ..... For/on behalf of ..... Position ..... Address ..... Date .....	<b>Report authorised for issue by:</b> Name (Capitals) ..... Signature ..... For/on behalf of ..... Position ..... Address ..... Date .....
<b>SECTION H. SCHEDULE(S)</b> .....schedule(s) of inspection and .....schedule(s) of test results are attached. The attached schedule(s) are part of this document and this report is valid only when they are attached to it.	



## CONDITION REPORT INSPECTION SCHEDULE FOR DOMESTIC AND SIMILAR PREMISES WITH UP TO 100 A SUPPLY

**NOTE:** *This form is suitable for many types of smaller installation, not exclusively domestic.*

OUTCOMES	Acceptable condition	✓	Unacceptable condition	State C1 or C2	Improvement recommended	State C3	Further investigation	FI	Not verified	N/V	Limitation	LIM	Not applicable	N/A
ITEM NO	DESCRIPTION													OUTCOME <i>(Use codes above. Provide additional comment where appropriate. C1, C2, C3 and FI coded items to be recorded in Section K of the Condition Report)</i>
<b>1.0</b>	<b>DISTRIBUTOR'S / SUPPLY INTAKE EQUIPMENT</b>													
1.1	Condition of service cable													
1.2	Condition of service head													
1.3	Condition of distributor's earthing arrangement													
1.4	Condition of meter tails - Distributor/Consumer													
1.5	Condition of metering equipment													
1.6	Condition of isolator (where present)													
<b>2.0</b>	<b>PRESENCE OF ADEQUATE ARRANGEMENTS FOR OTHER SOURCES SUCH AS MICROGENERATORS (551.6; 551.7)</b>													
<b>3.0</b>	<b>EARTHING / BONDING ARRANGEMENTS (411.3; Chap 54)</b>													
3.1	Presence and condition of distributor's earthing arrangement (542.1.2.1; 542.1.2.2)													
3.2	Presence and condition of earth electrode connection where applicable (542.1.2.3)													
3.3	Provision of earthing/bonding labels at all appropriate locations (514.13.1)													
3.4	Confirmation of earthing conductor size (542.3; 543.1.1)													
3.5	Accessibility and condition of earthing conductor at MET (543.3.2)													
3.6	Confirmation of main protective bonding conductor sizes (544.1)													
3.7	Condition and accessibility of main protective bonding conductor connections (543.3.2; 544.1.2)													
3.8	Accessibility and condition of other protective bonding connections (543.3.2)													
<b>4.0</b>	<b>CONSUMER UNIT(S) / DISTRIBUTION BOARD(S)</b>													
4.1	Adequacy of working space/accessibility to consumer unit/distribution board (132.12; 513.1)													
4.2	Security of fixing (134.1.1)													
4.3	Condition of enclosure(s) in terms of IP rating etc (416.2)													
4.4	Condition of enclosure(s) in terms of fire rating etc (421.1.201; 526.5)													
4.5	Enclosure not damaged/deteriorated so as to impair safety (621.2(iii))													
4.6	Presence of main linked switch (as required by 537.1.4)													
4.7	Operation of main switch (functional check) (612.13.2)													
4.8	Manual operation of circuit-breakers and RCDs to prove disconnection (612.13.2)													
4.9	Correct identification of circuit details and protective devices (514.8.1; 514.9.1)													
4.10	Presence of RCD quarterly test notice at or near consumer unit/distribution board (514.12.2)													
4.11	Presence of non-standard (mixed) cable colour warning notice at or near consumer unit/distribution board (514.14)													
4.12	Presence of alternative supply warning notice at or near consumer unit/distribution board (514.15)													
4.13	Presence of other required labelling (please specify) (Section 514)													
4.14	Examination of protective device(s) and base(s); correct type and rating (no signs of unacceptable thermal damage, arcing or overheating) (421.1.3)													
4.15	Single-pole switching or protective devices in line conductor only (132.14.1; 530.3.2)													
4.16	Protection against mechanical damage where cables enter consumer unit/distribution board (522.8.1; 522.8.11)													
4.17	Protection against electromagnetic effects where cables enter consumer unit/distribution board/enclosures (521.5.1)													
4.18	RCD(s) provided for fault protection - includes RCBOs (411.4.9; 411.5.2; 531.2)													
4.19	RCD(s) provided for additional protection - includes RCBOs (411.3.3; 415.1)													
4.20	Confirmation of indication that SPD is functional (534.2.8)													
4.21	Confirmation that ALL conductor connections, including connections to busbars, are correctly located in terminals and are tight and secure (526.1)													
4.22	Adequate arrangements where a generating set operates as a switched alternative to the public supply (551.6)													
4.23	Adequate arrangements where a generating set operates in parallel with the public supply (551.7)													

OUTCOMES	Acceptable condition	✓	Unacceptable condition	State C1 or C2	Improvement recommended	State C3	Further investigation	FI	Not verified	N/V	Limitation	LIM	Not applicable	N/A
ITEM NO	DESCRIPTION											OUTCOME (Use codes above. Provide additional comment where appropriate. C1, C2, C3 and FI coded items to be recorded in Section K of the Condition Report)		

<b>5.0</b>	<b>FINAL CIRCUITS</b>													
5.1	Identification of conductors (514.3.1)													
5.2	Cables correctly supported throughout their run (522.8.5)													
5.3	Condition of insulation of live parts (416.1)													
5.4	Non-sheathed cables protected by enclosure in conduit, ducting or trunking (521.10.1)													
	● To include the integrity of conduit and trunking systems (metallic and plastic)													
5.5	Adequacy of cables for current-carrying capacity with regard for the type and nature of installation (Section 523)													
5.6	Coordination between conductors and overload protective devices (433.1; 533.2.1)													
5.7	Adequacy of protective devices: type and rated current for fault protection (411.3)													
5.8	Presence and adequacy of circuit protective conductors (411.3.1.1; 543.1)													
5.9	Wiring system(s) appropriate for the type and nature of the installation and external influences (Section 522)													
5.10	Concealed cables installed in prescribed zones (see Section D. <i>Extent and limitations</i> ) (522.6.202)													
5.11	Cables concealed under floors, above ceilings or in walls/partitions, adequately protected against damage (see Section D. <i>Extent and limitations</i> ) (522.6.204; )													
5.12	Provision of additional protection by RCD not exceeding 30 mA:													
	● for all socket-outlets of rating 20 A or less, unless an exception is permitted (411.3.3)													
	● for supply to mobile equipment not exceeding 32 A rating for use outdoors (411.3.3)													
	● for cables concealed in walls at a depth of less than 50 mm (522.6.202; 522.6.203)													
	● for cables concealed in walls / partitions containing metal parts regardless of depth ( 522.6.203)													
5.13	Provision of fire barriers, sealing arrangements and protection against thermal effects (Section 527)													
5.14	Band II cables segregated / separated from Band I cables (528.1)													
5.15	Cables segregated / separated from communications cabling (528.2)													
5.16	Cables segregated / separated from non-electrical services (528.3)													
5.17	Termination of cables at enclosures - indicate extent of sampling in Section D of the report (Section 526)													
	● Connections soundly made and under no undue strain (526.6)													
	● No basic insulation of a conductor visible outside enclosure (526.8)													
	● Connections of live conductors adequately enclosed (526.5)													
	● Adequately connected at point of entry to enclosure (glands, bushes etc.) (522.8.5)													
5.18	Condition of accessories including socket-outlets, switches and joint boxes (621.2 (iii))													
5.19	Suitability of accessories for external influences (512.2)													
5.20	Adequacy of working space/accessibility to equipment (132.12; 513.1)													
5.21	Single-pole switching or protective devices in line conductors only (132.14.1, 530.3.2)													

<b>6.0</b>	<b>LOCATION(S) CONTAINING A BATH OR SHOWER</b>													
6.1	Additional protection for all low voltage (LV) circuits by RCD not exceeding 30 mA (701.411.3.3)													
6.2	Where used as a protective measure, requirements for SELV or PELV met (701.414.4.5)													
6.3	Shaver sockets comply with BS EN 61558-2-5 formerly BS 3535 (701.512.3)													
6.4	Presence of supplementary bonding conductors, unless not required by BS 7671:2008 (701.415.2)													
6.5	Low voltage (e.g. 230 volt) socket-outlets sited at least 3 m from zone 1 (701.512.3)													
6.6	Suitability of equipment for external influences for installed location in terms of IP rating (701.512.2)													
6.7	Suitability of accessories and controlgear etc. for a particular zone (701.512.3)													
6.8	Suitability of current-using equipment for particular position within the location (701.55)													

<b>7.0</b>	<b>OTHER PART 7 SPECIAL INSTALLATIONS OR LOCATIONS</b>													
7.1	List all other special installations or locations present, if any. (Record separately the results of particular inspections applied.)													

Inspected by:

Name (Capitals) .....

Signature .....

Date .....



## CONDITION REPORT

### Notes for the person producing the Report:

- 1 This Report should only be used for reporting on the condition of an existing electrical installation. An installation which was designed to an earlier edition of the Regulations and which does not fully comply with the current edition is not necessarily unsafe for continued use, or requires upgrading. Only damage, deterioration, defects, dangerous conditions and non-compliance with the requirements of the Regulations, which may give rise to danger, should be recorded.
- 2 The Report, normally comprising at least five pages, should include schedules of both the inspection and the test results. Additional pages may be necessary for other than a simple installation and for the "Guidance for recipients". The number of each page should be indicated, together with the total number of pages involved.
- 3 The reason for producing this Report, such as change of occupancy or landlord's periodic maintenance, should be identified in Section B.
- 4 Those elements of the installation that are covered by the Report and those that are not should be identified in Section D (Extent and limitations). These aspects should have been agreed with the person ordering the report and other interested parties before the inspection and testing commenced. Any operational limitations, such as inability to gain access to parts of the installation or an item of equipment, should also be recorded in Section D.
- 5 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.
- 6 Where an installation has an alternative source of supply a further schedule of supply characteristics and earthing arrangements based upon Section I of this Report should be provided.
- 7 A summary of the condition of the installation in terms of safety should be clearly stated in Section E. Observations, if any, should be categorised in Section K using the coding C1 to C3 as appropriate. Any observation given a code C1 or C2 classification should result in the overall condition of the installation being reported as unsatisfactory.
- 8 Wherever practicable, **items classified as 'Danger present' (C1) should be made safe on discovery**. Where this is not possible the owner or user should be given written notification as a matter of urgency.
- 9 Where an observation requires further investigation (FI) because the inspection has revealed an apparent deficiency which could not, owing to the extent or limitations of the inspection, be fully identified and further investigation may reveal a code C1 or C2 item, this should be recorded within Section K, given the code FI and marked as unsatisfactory in Section E.
- 10 If the space available for observations in Section K is insufficient, additional pages should be provided as necessary.
- 11 The date by which the next Electrical Installation Condition Report is recommended should be given in Section F. The interval between inspections should take into account the type and usage of the installation and its overall condition.

**CONDITION REPORT  
GUIDANCE FOR RECIPIENTS  
(to be appended to the Report)**

**This Report is an important and valuable document which should be retained for future reference.**

- 1 The purpose of this Condition Report is to confirm, so far as reasonably practicable, whether or not the electrical installation is in a satisfactory condition for continued service (see Section E). The Report should identify any damage, deterioration, defects and/or conditions which may give rise to danger (see Section K).
- 2 The person ordering the Report should have received the “original” Report and the inspector should have retained a duplicate.
- 3 The “original” Report should be retained in a safe place and be made available to any person inspecting or undertaking work on the electrical installation in the future. If the property is vacated, this Report will provide the new owner/occupier with details of the condition of the electrical installation at the time the Report was issued.
- 4 Where the installation incorporates a residual current device (RCD) there should be a notice at or near the device stating that it should be tested quarterly. **For safety reasons it is important that this instruction is followed.**
- 5 Section D (Extent and Limitations) should identify fully the extent of the installation covered by this Report and any limitations on the inspection and testing. The inspector should have agreed these aspects with the person ordering the Report and with other interested parties (licensing authority, insurance company, mortgage provider and the like) before the inspection was carried out.
- 6 Some operational limitations such as inability to gain access to parts of the installation or an item of equipment may have been encountered during the inspection. The inspector should have noted these in Section D.
- 7 For items classified in Section K as C1 (“Danger present”), **the safety of those using the installation is at risk**, and it is recommended that a skilled person competent in electrical installation work undertakes the necessary remedial work immediately.
- 8 For items classified in Section K as C2 (“Potentially dangerous”), **the safety of those using the installation may be at risk** and it is recommended that a skilled person competent in electrical installation work undertakes the necessary remedial work as a matter of urgency.
- 9 Where it has been stated in Section K that an observation requires further investigation (code FI) the inspection has revealed an apparent deficiency which may result in a code C1 or C2, and could not, due to the extent or limitations of the inspection, be fully identified. Such observations should be investigated without delay. A further examination of the installation will be necessary, to determine the nature and extent of the apparent deficiency (see Section F).
- 10 For safety reasons, the electrical installation should be re-inspected at appropriate intervals by a skilled person or persons, competent in such work . The recommended date by which the next inspection is due is stated in Section F of the Report under ‘Recommendations’ and on a label at or near to the consumer unit/distribution board.

**CONDITION REPORT INSPECTION SCHEDULE  
GUIDANCE FOR THE INSPECTOR**

- 1 Section 1.0. Where inadequacies in the distributor’s equipment are encountered the inspector should advise the person ordering the work to inform the appropriate authority.
- 2 Older installations designed prior to BS 7671:2008 may not have been provided with RCDs for additional protection. The absence of such protection should as a minimum be given a code C3 classification (item 5.12).
- 3 The schedule is not exhaustive.
- 4 Numbers in brackets are Regulation references to specified requirements.

## **EXAMPLES OF ITEMS REQUIRING INSPECTION FOR AN ELECTRICAL INSTALLATION CONDITION REPORT**

A visual inspection should firstly be made of the external condition of all electrical equipment which is not concealed.

Further detailed inspection, including partial dismantling of equipment as required, should be carried out as agreed with the person ordering the work. (621.2)

These examples are not exhaustive. Numbers in brackets are Regulation references.

### **ELECTRICAL INTAKE EQUIPMENT**

- Service cable
- Service head
- Distributor's earthing arrangements
- Meter tails – Distributor/Consumer
- Metering equipment
- Isolator

Where inadequacies in distributor's equipment are encountered, it is recommended that the person ordering the report informs the appropriate authority.

### **PRESENCE OF ADEQUATE ARRANGEMENTS FOR PARALLEL OR SWITCHED ALTERNATIVE SOURCES**

- Adequate arrangements where a generating set operates as a switched alternative to the public supply (551.6)
- Adequate arrangements where a generating set operates in parallel with the public supply (551.7)

### **AUTOMATIC DISCONNECTION OF SUPPLY**

- Main earthing/bonding arrangements (411.3; Chap 54)
  1. Presence of distributor's earthing arrangement (542.1.2.1; 542.1.2.2), or presence of installation earth electrode arrangement (542.1.2.3)
  2. Adequacy of earthing conductor size (542.3; 543.1.1)
  3. Adequacy of earthing conductor connections (542.3.2)
  4. Accessibility of earthing conductor connections (543.3.2)
  5. Adequacy of main protective bonding conductor sizes (544.1)
  6. Adequacy and location of main protective bonding conductor connections (543.3.2; 544.1.2)
  7. Accessibility of all protective bonding connections (543.3.2)
  8. Provision of earthing/bonding labels at all appropriate locations (514.13)
- FELV - requirements satisfied (411.7; 411.7.1)

### **OTHER METHODS OF PROTECTION**

(Where any of the methods listed below are employed details should be provided on separate sheets)

- Non-conducting location (418.1)
- Earth-free local equipotential bonding (418.2)
- Electrical separation (Section 413; 418.3)
- Double insulation (Section 412)
- Reinforced insulation (Section 412)

### **DISTRIBUTION EQUIPMENT**

- Adequacy of working space/accessibility to equipment (132.12; 513.1)
- Security of fixing (134.1.1)
- Condition of insulation of live parts (416.1)
- Adequacy/security of barriers (416.2)
- Condition of enclosure(s) in terms of IP rating etc (416.2)
- Condition of enclosure(s) in terms of fire rating etc (421.1.6; 421.1.201; 526.5)

- Enclosure not damaged/deteriorated so as to impair safety (621.2(iii))
- Presence and effectiveness of obstacles (417.2)
- Presence of main switch(es), linked where required (537.1.2; 537.1.4)
- Operation of main switch(es) (functional check) (612.13.2)
- Manual operation of circuit-breakers and RCDs to prove disconnection (612.13..2)
- Confirmation that integral test button/switch causes RCD(s) to trip when operated (functional check) (612.13.1)
- RCD(s) provided for fault protection – includes RCBOs (411.4.9; 411.5.2; 531.2)
- RCD(s) provided for additional protection, where required - includes RCBOs (411.3.3; 415.1)
- Presence of RCD quarterly test notice at or near equipment, where required (514.12.2)
- Presence of diagrams, charts or schedules at or near equipment, where required (514.9.1)
- Presence of non-standard (mixed) cable colour warning notice at or near equipment, where required (514.14)
- Presence of alternative supply warning notice at or near equipment, where required (514.15)
- Presence of next inspection recommendation label (514.12.1)
- Presence of other required labelling (please specify) (Section 514)
- Examination of protective device(s) and base(s); correct type and rating (no signs of unacceptable thermal damage, arcing or overheating) (411.3.2; 411.4, .5, .6; Sections 432, 433)
- Single-pole switching or protective devices in line conductors only (132.14.1; 530.3.2)
- Protection against mechanical damage where cables enter equipment (522.8.1; 522.8.11)
- Protection against electromagnetic effects where cables enter ferromagnetic enclosures (521.5.1)

## **DISTRIBUTION CIRCUITS**

- Identification of conductors (514.3.1)
- Cables correctly supported throughout their run (522.8.5)
- Condition of insulation of live parts (416.1)
- Non-sheathed cables protected by enclosure in conduit, ducting or trunking (521.10.1)
- Suitability of containment systems for continued use (including flexible conduit) (Section 522)
- Cables correctly terminated in enclosures (Section 526)
- Confirmation that ALL conductor connections, including connections to busbars, are correctly located in terminals and are tight and secure (526.1)
- Examination of cables for signs of unacceptable thermal or mechanical damage/deterioration (421.1; 522.6)
- Adequacy of cables for current-carrying capacity with regard for the type and nature of installation (Section 523)
- Adequacy of protective devices: type and rated current for fault protection (411.3)
- Presence and adequacy of circuit protective conductors (411.3.1.1; 543.1)
- Coordination between conductors and overload protective devices (433.1; 533.2.1)
- Cable installation methods/practices with regard to the type and nature of installation and external influences (Section 522)
- Where exposed to direct sunlight, cable of a suitable type (522.11.1)
- Cables concealed under floors, above ceilings, in walls/partitions less than 50 mm from a surface, and in partitions containing metal parts
  1. installed in prescribed zones (see Section D. *Extent and limitations*) (522.6.202) or
  2. incorporating earthed armour or sheath, or run within earthed wiring system, or otherwise protected against mechanical damage by nails, screws and the like (see Section D. *Extent and limitations*) (522.6.204; )
- Provision of fire barriers, sealing arrangements and protection against thermal effects (Section 527)
- Band II cables segregated/separated from Band I cables (528.1)
- Cables segregated/separated from non-electrical services (528.3)
- Condition of circuit accessories (621.2(iii))

- Suitability of circuit accessories for external influences (512.2)
- Single-pole switching or protective devices in line conductors only (132.14.1; 530.3.2)
- Adequacy of connections, including cpc's, within accessories and to fixed and stationary equipment – identify/record numbers and locations of items inspected (Section 526)
- Presence, operation and correct location of appropriate devices for isolation and switching (537.2)
- General condition of wiring systems (621.2(ii))
- Temperature rating of cable insulation (522.1.1; Table 52.1)

## FINAL CIRCUITS

- Identification of conductors (514.3.1)
- Cables correctly supported throughout their run (522.8.5)
- Condition of insulation of live parts (416.1)
- Non-sheathed cables protected by enclosure in conduit, ducting or trunking (521.10.1)
- Suitability of containment systems for continued use (including flexible conduit) (Section 522)
- Adequacy of cables for current-carrying capacity with regard for the type and nature of installation (Section 523)
- Adequacy of protective devices: type and rated current for fault protection (411.3)
- Presence and adequacy of circuit protective conductors (411.3.1.1; 543.1)
- Co-ordination between conductors and overload protective devices (433.1; 533.2.1)
- Wiring system(s) appropriate for the type and nature of the installation and external influences (Section 522)
- Cables concealed under floors, above ceilings, in walls/partitions, adequately protected against damage (522.6.204)
  - 1 installed in prescribed zones (see Section D. *Extent and limitations*) (522.6.202)
  - 2 incorporating earthed armour or sheath, or run within earthed wiring system, or otherwise protected against mechanical damage by nails, screws and the like (see Section D. *Extent and limitations*) (522.6.201; 522.6.203) or
- Provision of additional protection by 30 mA RCD
  - 1 \*for circuits used to supply mobile equipment not exceeding 32 A rating for use outdoors (411.3.3)
  - 2 \*for all socket-outlets of rating 20 A or less unless exempt (411.3.3)
  - 3 \*for cables concealed in walls at a depth of less than 50 mm (522.6.202, .203)
  - 4 \*for cables concealed in walls/partitions containing metal parts regardless of depth (522.6.203)
- Provision of fire barriers, sealing arrangements and protection against thermal effects (Section 527)
- Band II cables segregated/separated from Band I cables (528.1)
- Cables segregated/separated from non-electrical services (528.3)
- Termination of cables at enclosures – identify/record numbers and locations of items inspected (Section 526)
  - 1 Connections under no undue strain (526.6)
  - 2 No basic insulation of a conductor visible outside enclosure (526.8)
  - 3 Connections of live conductors adequately enclosed (526.5)
  - 4 Adequately connected at point of entry to enclosure (glands, bushes etc.) (522.8.5)
- Condition of accessories including socket-outlets, switches and joint boxes (621.2 (iii))
- Suitability of accessories for external influences (512.2)
- Single-pole switching or protective devices in line conductors only (132.14.1, 530.3.2)

**\*Note:** Older installations designed prior to BS 7671:2008 may not have been provided with RCDs for additional protection

- Suitability of circuit accessories for external influences (512.2)
- Single-pole switching or protective devices in line conductors only (132.14.1; 530.3.2)
- Adequacy of connections, including cpc's, within accessories and to fixed and stationary equipment – identify/record numbers and locations of items inspected (Section 526)
- Presence, operation and correct location of appropriate devices for isolation and switching (537.2)
- General condition of wiring systems (621.2(ii))
- Temperature rating of cable insulation (522.1.1; Table 52.1)

## FINAL CIRCUITS

- Identification of conductors (514.3.1)
- Cables correctly supported throughout their run (522.8.5)
- Condition of insulation of live parts (416.1)
- Non-sheathed cables protected by enclosure in conduit, ducting or trunking (521.10.1)
- Suitability of containment systems for continued use (including flexible conduit) (Section 522)
- Adequacy of cables for current-carrying capacity with regard for the type and nature of installation (Section 523)
- Adequacy of protective devices: type and rated current for fault protection (411.3)
- Presence and adequacy of circuit protective conductors (411.3.1.1; 543.1)
- Co-ordination between conductors and overload protective devices (433.1; 533.2.1)
- Wiring system(s) appropriate for the type and nature of the installation and external influences (Section 522)
- Cables concealed under floors, above ceilings, in walls/partitions, adequately protected against damage (522.6.204)
  - 1 installed in prescribed zones (see Section D. *Extent and limitations*) (522.6.202)
  - 2 incorporating earthed armour or sheath, or run within earthed wiring system, or otherwise protected against mechanical damage by nails, screws and the like (see Section D. *Extent and limitations*) (522.6.201; 522.6.203) or
- Provision of additional protection by 30 mA RCD
  - 1 \*for circuits used to supply mobile equipment not exceeding 32 A rating for use outdoors (411.3.3)
  - 2 \*for all socket-outlets of rating 20 A or less unless exempt (411.3.3)
  - 3 \*for cables concealed in walls at a depth of less than 50 mm (522.6.202, .203)
  - 4 \*for cables concealed in walls/partitions containing metal parts regardless of depth (522.6.203)
- Provision of fire barriers, sealing arrangements and protection against thermal effects (Section 527)
- Band II cables segregated/separated from Band I cables (528.1)
- Cables segregated/separated from non-electrical services (528.3)
- Termination of cables at enclosures – identify/record numbers and locations of items inspected (Section 526)
  - 1 Connections under no undue strain (526.6)
  - 2 No basic insulation of a conductor visible outside enclosure (526.8)
  - 3 Connections of live conductors adequately enclosed (526.5)
  - 4 Adequately connected at point of entry to enclosure (glands, bushes etc.) (522.8.5)
- Condition of accessories including socket-outlets, switches and joint boxes (621.2 (iii))
- Suitability of accessories for external influences (512.2)
- Single-pole switching or protective devices in line conductors only (132.14.1, 530.3.2)

**\*Note:** Older installations designed prior to BS 7671:2008 may not have been provided with RCDs for additional protection

## **ISOLATION AND SWITCHING**

- Isolators (537.2)
  - 1 Presence and condition of appropriate devices (537.2.2)
  - 2 Acceptable location – state if local or remote from equipment in question (537.2.1.5)
  - 3 Capable of being secured in the OFF position (537.2.1.2)
  - 4 Correct operation verified (612.13.2)
  - 5 Clearly identified by position and/or durable marking (537.2.2.6)
  - 6 Warning label posted in situations where live parts cannot be isolated by the operation of a single device (514.11.1; 537.2.1.3)
- Switching off for mechanical maintenance (537.3)
  - 1 Presence and condition of appropriate devices (537.3.1.1)
  - 2 Acceptable location – state if local or remote from equipment in question (537.3.2.4)
  - 3 Capable of being secured in the OFF position (537.3.2.3)
  - 4 Correct operation verified (612.13.2)
  - 5 Clearly identified by position and/or durable marking (537.3.2.4)
- Emergency switching/stopping (537.4)
  - 1 Presence and condition of appropriate devices (537.4.1.1)
  - 2 Readily accessible for operation where danger might occur (537.4.2.5)
  - 3 Correct operation verified (537.4.2.6)
  - 4 Clearly identified by position and/or durable marking (537.4.2.7)
- Functional switching (537.5)
  - 1 Presence and condition of appropriate devices (537.5.1.1)
  - 2 Correct operation verified (537.5.1.3; 537.5.2.2)

## **CURRENT-USING EQUIPMENT (PERMANENTLY CONNECTED)**

- Condition of equipment in terms of IP rating etc (416.2)
- Equipment does not constitute a fire hazard (Section 421)
- Enclosure not damaged/deteriorated so as to impair safety (621.2(iii))
- Suitability for the environment and external influences (512.2)
- Security of fixing (134.1.1)
- Cable entry holes in ceiling above luminaires, sized or sealed so as to restrict the spread of fire: List number and location of luminaires inspected (separate page)
- Recessed luminaires (downlighters)
  - 1 Correct type of lamps fitted
  - 2 Installed to minimise build-up of heat by use of "fire rated" fittings, insulation displacement box or similar (421.1.2)
  - 3 No signs of overheating to surrounding building fabric (559.4.1)
  - 4 No signs of overheating to conductors / terminations (526.1)

## **PART 7 SPECIAL INSTALLATIONS OR LOCATIONS**

- If any special installations or locations are present, list the particular inspections applied.