

BS 7671:2018 MODEL FORMS

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Forms included in this file

Electric Installation Condition Report (EICR)

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 Electrical Installation 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 or persons 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 the 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 7671:2018, amended to(date) except for the departures, if any, detailed as follows.

- (vi) A Minor Electrical Installation 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.

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, and not for the replacement of a consumer unit/distribution board. 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.
- 12 Any deficiencies with intake equipment should be reported to the person ordering the work.

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 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 six-monthly. **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 or persons 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 or persons 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 intake equipment are encountered the inspector should advise the person ordering the work to inform the appropriate authority.
- 2 Older installations designed prior to BS 7671:2018 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.

ELECTRICAL INSTALLATION CONDITION REPORT

SECTION A. DETAILS OF THE PERSON ORDERING THE REPORT Name Address	
SECTION B. REASON FOR PRODUCING THIS REPORT Date(s) on which inspection and testing was carried out	
SECTION C. DETAILS OF THE INSTALLATION WHICH IS THE SUBJECT OF THIS REPORT 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 systemyears Evidence of additions / alterations Yes <input type="checkbox"/> No <input type="checkbox"/> Not apparent <input type="checkbox"/> If yes, estimate ageyears Installation records available? (Regulation 651.1) Yes <input type="checkbox"/> No <input type="checkbox"/> Date of last inspection (date)	
SECTION D. EXTENT AND LIMITATIONS OF INSPECTION AND TESTING Extent of the electrical installation covered by this report Agreed limitations including the reasons (see Regulation 653.2) 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 7671:2018 (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 not 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.	
SECTION E. SUMMARY OF THE CONDITION OF THE INSTALLATION 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.	
SECTION F. RECOMMENDATIONS 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)	
SECTION G. DECLARATION 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.	
Inspected and tested by: Name (Capitals) Signature For/on behalf of Position Address Date	Report authorised for issue by: Name (Capitals) Signature For/on behalf of Position Address Date
SECTION H. SCHEDULE(S)schedule(s) of inspection andschedule(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>											
1.0	EXTERNAL CONDITION OF INTAKE EQUIPMENT (VISUAL INSPECTION ONLY)													
1.1	Service cable													
1.2	Service head													
1.3	Earthing arrangement													
1.4	Meter tails													
1.5	Metering equipment													
1.6	Isolator (where present)													
2.0	PRESENCE OF ADEQUATE ARRANGEMENTS FOR OTHER SOURCES SUCH AS MICROGENERATORS (551.6; 551.7)													
3.0	EARTHING / BONDING ARRANGEMENTS (411.3; Chap 54)													
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 (543.3.1; 543.3.2)													
4.0	CONSUMER UNIT(S) / DISTRIBUTION BOARD(S)													
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 (651.2)													
4.6	Presence of main linked switch (as required by 462.1.201)													
4.7	Operation of main switch (functional check) (643.10)													
4.8	Manual operation of circuit-breakers and RCDs to prove disconnection (643.10)													
4.9	Correct identification of circuit details and protective devices (514.8.1; 514.9.1)													
4.10	Presence of RCD six-monthly 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	Compatibility of protective devices, bases and other components; correct type and rating (No signs of unacceptable thermal damage, arcing or overheating) (411.3.2; 411.4; 411.5; 411.6; Sections 432, 433)													
4.15	Single-pole switching or protective devices in line conductor only (132.14.1; 530.3.3)													
4.16	Protection against mechanical damage where cables enter consumer unit/distribution board (132.14.1; 522.8.1; 522.8.5; 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 (411.4.204; 411.5.2; 531.2)													
4.19	RCD(s) provided for additional protection/requirements - includes RCBOs (411.3.3; 415.1)													
4.20	Confirmation of indication that SPD is functional (651.4)													
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)					

5.0	FINAL CIRCUITS													
5.1	Identification of conductors (514.3.1)													
5.2	Cables correctly supported throughout their run (521.10.202; 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; Section 543)													
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 requirements for protection by RCD not exceeding 30 mA:													
	• for all socket-outlets of rating 32 A or less, unless an exception is permitted (411.3.3)													
	• for the supply of 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)													
	• Final circuits supplying luminaires within domestic (household) premises (411.3.4)													
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 (651.2(v))													
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, 530.3.3)													

6.0	LOCATION(S) CONTAINING A BATH OR SHOWER													
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 7671:2018 (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)													

7.0	OTHER PART 7 SPECIAL INSTALLATIONS OR LOCATIONS													
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

GENERIC SCHEDULE OF TEST RESULTS

NOTES

The following notes relate to the column number in the form.

- 1** Circuit number, for three-phase installations it is preferred to use the designation L1, L2, L3. For example, for the 5th circuit, the designation would be 5L1, 5L2 and 5L3.
- 2** Circuit description – can be brief (such as fluorescent lighting).
- 3** BS (EN), enter the Standard of manufacturer of the circuit protective device (such as (BS EN) 60898).
- 4** Type – where relevant for circuit-breakers enter the characteristic type (e.g. C).
- 5** Rating – enter the protective device's current rating.
- 6** Breaking capacity – enter the protective device's breaking capacity, often 'printed' on circuit-breakers (e.g. 6000).
- 7** RCD $I_{\Delta n}$ rating in mA – **30 mA for additional protection.**
- 8** Maximum permitted loop impedance for the circuit protective device from Table 41 of BS 7671.
- 9** Reference Method – enter the cable's installed reference method, by using Table 4A2 of BS 7671
- 10** Conductor details – enter live conductor csa in mm².
- 11** Conductor details – enter circuit protective conductor csa in mm².
- 12** Ring line-line open resistance continuity in ohms.
- 13** Ring neutral-neutral open resistance continuity in ohms.
- 14** Ring cpc-cpc open resistance continuity in ohms.
- 15** Ring ($R_1 + R_2$) – enter the value recorded whilst carrying out Step 3 of the ring continuity test, see 2.6.6. Note that where meaningless results are recorded, due to parallel return paths, and it has been established and the inspector has verified continuity, a value is not necessary in this cell, and the cell may be ticked.
- 16** Continuity R_2 – add the value of the cpc continuity reading. If using Test method 2, the 'wandering lead' method, then enter the maximum value of the various readings that were measured on the circuit. Note that where meaningless results are recorded, due to parallel return paths and it has been established and the inspector has verified continuity, a value is not necessary in this cell, and the cell may be ticked.
- 17** Insulation resistance test voltage usually 500 V unless circuit may be damaged.
- 18** Insulation resistance, L-L – enter the minimum value recorded during testing the circuit for each of the various configurations.
- 19** Insulation resistance, L-E – enter the minimum value recorded during testing the circuit for each of the various configurations.
- 20** Polarity – tick this cell when the polarity for the circuit has been confirmed, see 2.6.13. A cross, 'X', may be used to indicate incorrect polarity only where the form accompanies an EICR.
- 21** Z_s – enter the circuit earth fault loop impedance by whatever method you have selected to determine it by.
- 22, 23** Enter the results from the tests carried out on any RCDs fitted to the circuit.
- 24** Confirm AFDD test button test, where AFDD's have test buttons.
- 25** Remarks – this cell is provided to note anything relevant to the circuit and testing, see the completed examples of Form 3.