NICEIC APPROVED CONTRACTOR

RJ Electrical and Plumbing Contractors

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25811388 IPN18C

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 – Requirements for Electrical Installations

Original (to the person ordering the work)

PART 1 : DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR

Registration No: 028288000 Branch No: 000

Trading Title: R J Electrical Services Ltd

Address: Unit 3a, Barnack Industrial Esta, Kingsway, Salisbury

Postcode: SP2 0AW Tel No: 01722741091

DETAILS OF THE CLIENT

Contractor Reference Number (CRN): 23500/A

Name: Wessex RFCA

Address: Wessex Reserve Forces & Cadets Association, Mount House, Mount Street, TAUNTON, Somerset

Postcode: TA1 3QE Tel No: N/A

DETAILS OF THE INSTALLATION

Occupier: 2293 (Marlborough) Squadron ATC

Address: 2293 (Marlborough) Squadron ATC, London Road, Marlborough, Wiltshire

Postcode: SN8 2AJ Tel No: N/A

PART 2 : PURPOSE OF THE REPORT

Purpose for which this report is required: 5 Yearly Inspection

Date(s) when inspection and testing was carried out: (15/08/2022) Records available: (✘) Previous inspection report available: (✔) Previous report date: (07/11/2017)

PART 3 : SUMMARY OF THE CONDITION OF THE INSTALLATION

General condition of the installation (in terms of electrical safety):

General maintenance is required. See attached continuation page for details.

Estimated age of electrical installation: (40) years Evidence of additions or alterations: (✔) Overall assessment of the installation is: ~~Satisfactory~~/**Unsatisfactory*** (*delete as appropriate*)

PART 4 : DECLARATION

INSPECTION AND TESTING

I, being the person responsible for the inspection and testing of the electrical installation, particulars of which are described in PART 7, having exercised reasonable skill and care when carrying out the inspection and testing of the existing installation, hereby CERTIFY that the information in this report, including the observations (page 2) and the attached schedules, provides an accurate assessment of the condition of the electrical installation taking into account the stated extent of the installation and the limitations on the inspection and testing.

Name (capitals): BRIAN MCCARTHY Signature: Date: 19/08/2022

REVIEWED BY THE REGISTERED QUALIFIED SUPERVISOR FOR THE APPROVED CONTRACTOR

Name (capitals): ROBERT COOMBS Signature: Date: 19/08/2022

**An unsatisfactory assessment indicates that dangerous (CODE C1) and/or potentially dangerous (CODE C2) conditions have been identified in PART 6, or that Further Investigation (CODE FI) without delay is required.*

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Please see the 'Notes for Recipient'

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PART 5 : NEXT INSPECTION

I/We (as indicated on page 1) recommend, subject to the necessary remedial work being taken, this installation should be further inspected and tested after an interval of not more than 5 years/~~XXXXs~~* (delete as appropriate)

Give reason for recommendation: Age & Condition

PART 6 : OBSERVATIONS AND RECOMMENDATIONS FOR ACTIONS TO BE TAKEN

CODES:	*One of the following Codes, as appropriate, has been allocated to each of the observations made below to indicate to the person(s) responsible for the electrical installation the degree of urgency for remedial action*	**CODE C1 'Danger Present' Risk of injury. Immediate remedial action required**	**CODE C2 'Potentially Dangerous' Urgent remedial action required**	**CODE C3 'Improvement Recommended'**	**CODE FI 'Further Investigation Required'**

Referring to the Schedule of Items Inspected (see PART 10), the attached Schedule of Circuit Details and Test Results (see PART 12), and subject to any agreed limitations listed in PART 7:

There are no items adversely affecting electrical safety (✘), OR The following observations and recommendations for action are made:

Item No	Observation(s)	Code	Location Reference
1	5.18RCD test label not present.	C3	Consumer unit
2	6.11Supply to garage is suspected of being undersize	FI	Garage supply
3	6.18 c)Cables in partitions at a depth of less than 50mm are not 30mA RCD protected.	C3	Switch drops
4	6.24General wear & tear is evident at socket outlets and heater points.	C3	General

Additional pages? (None) State page numbers: (N/A)

Immediate action required for items: (N/A)

Improvement recommended for items: (1,3,4)

Urgent remedial action required for items: (N/A)

Further investigation required for items: (2)

**The proposed date for the next inspection should take into consideration any legislative or licensing requirements and the frequency and quality of maintenance that the installation can reasonably be expected to receive during its intended life. The period should be agreed between relevant parties.*

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PART 7 : DETAILS AND LIMITATIONS OF THE INSPECTION AND TESTING

The inspection and testing has been carried out in accordance with *BS 7671: 2018*, as amended. Cables concealed within trunking and conduits, or cables and conduits concealed under floors, in inaccessible roof spaces and generally within the fabric of the building or underground, have not been visually inspected unless specifically agreed between the Client and the Inspector prior to inspection.

Details of the installation covered by this report: Fixed wiring only

(see additional page No. N/A)

Agreed limitations including the reasons, if any, on the inspection and testing: None

Agreed with (print name):

Extent of sampling: 20% of accessories were removed for testing and visual inspection. (see additional page No. N/A)

Operational limitations including the reasons: Could not confirm the presence of fire barriers (6.19) or cable segregation (6.20,6.21). Concealed installation. (see additional page No. 8)

PART 8 : SUPPLY CHARACTERISTICS AND EARTHING ARRANGEMENTS

System type and earthing arrangements

TN-C-S: (N/A) TN-S: (N/A) TT: (✔)

Other *(state)*: N/A

Supply protective device

(BS (EN) 1361)

Type: (II) Rated current: (100) A

Number and type of live conductors

AC 1-phase, 2-wire: (✔) 2-phase, 3-wire: (N/A)

3-phase, 3-wire: (N/A) 3-phase, 4-wire: (N/A)

DC 2-wire: (N/A) 3-wire: (N/A) **Other:** (N/A)

Confirmation of supply polarity: (✔)

Other sources of supply (*as detailed on attached schedule*) Page No:(N/A)

Nature of supply parameters

Nominal line voltage, U (1):	(N/A) V
Nominal line voltage to Earth, U_0 (1):	(230) V
Nominal frequency, f (1):	(50) Hz
Prospective fault current, I_{pf} (1)*:	(0.05) kA
External loop impedance, Z_e (1)*:	(45) Ω

(1) *By enquiry, measurement, or by calculation*

PART 9 : PARTICULARS OF INSTALLATION REFERRED TO IN THIS REPORT

Means of Earthing

Distributor's facility: (N/A)

Installation earth electrode: (✔)

Where an earth electrode is used insert

Type – rod(s), tape, etc: (Earth Rod)

Location: (Left of entrance ramp)

Electrode resistance to Earth: (45) Ω

Main protective conductors

Earthing conductor:

(material Copper csa 10 mm²)

Connection / continuity verified: (✔)

Main protective bonding conductors:

(material Copper csa 10 mm²)

Connection / continuity verified: (✔)

Main protective bonding connections

Water installation pipes: (✔)

Gas installation pipes: (N/A)

Structural steel: (N/A)

Oil installation pipes: (N/A)

Lightning protection: (N/A)

Other *(state)*: N/A

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

Type: (BS (EN) 61008)

Location: (Entrance Hall)

No. of poles: (2) Rating / setting of device: (N/A) A

Current rating: (100) A Voltage rating: (230) V

Where an RCD is used as the main switch

RCD rated residual operating current, $I_{\Delta n}$: (100s) mA

Measured operating time: (151) ms Rated time delay: (200) ms

**Where the installation is supplied by more than one source, the higher or highest values of prospective fault current, I_{pf}, and external earth fault loop impedance, Z_e, must be recorded.*

All fields must be completed. *Enter either, as appropriate: '✓' if Acceptable condition;* ***'N/A'*** *if Not applicable;* ***'LIM'*** *if a Limitation exists; or Code appropriately – CODE* ***'C1'****,* ***'C2'****,* ***'C3'*** *or* ***'FI'*** *(codes to be recorded in PART 6, with additional comments (where appropriate) on attached numbered sheets)*

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PART 10 : SCHEDULE OF ITEMS INSPECTED

1. External condition of electrical intake equipment (visual inspection only)
(If inadequacies are identified with the intake equipment, it is recommended the person ordering the report informs the appropriate authority.)

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):	(N/A)

2. Presence of adequate arrangements for parallel or switched alternative sources

2.1	Adequate arrangements where a generating set operates as a switched alternative to the public supply:	(N/A)
2.2	Adequate arrangements where generating set operates in parallel with the public supply:	(N/A)
2.3	Presence of alternative / additional supply arrangement warning notice(s) at or near equipment, where required:	(N/A)

3. Automatic disconnection of supply

3.1	Main earthing and bonding arrangements	
a)	Presence and condition of distributor's earthing arrangement:	(N/A)
b)	Presence and condition of earth electrode arrangement, if present:	(✓)
c)	Adequacy of earthing conductor size:	(✓)
d)	Adequacy of earthing conductor connections:	(✓)
e)	Accessibility of earthing conductor connections:	(✓)
f)	Adequacy of main protective bonding conductor size(s):	(✓)
g)	Adequacy of main protective bonding conductor connections:	(✓)
h)	Accessibility of main protective bonding connections:	(✓)
i)	Accessibility and condition of other protective bonding connections:	(N/A)
j)	Provision of earthing / bonding labels at all appropriate locations:	(✓)
3.2	FELV	
a)	Source providing at least simple separation:	(N/A)
b)	Plugs, socket-outlets and the like not interchangeable with those of other systems within the premises:	(N/A)

4. Other methods of protection (✓)

Details should be provided on separate sheets: Page No. (N/A)

5. Distribution equipment

5.1	Adequacy of working space / accessibility of equipment:	(✓)
5.2	Security of fixing:	(✓)
5.3	Condition of insulation of live parts:	(✓)
5.4	Adequacy / security of barriers:	(✓)
5.5	Condition of enclosure(s) in terms of IP rating:	(✓)
5.6	Condition of enclosure(s) in terms of fire rating:	(✓)
5.7	Enclosure not damaged / deteriorated so as to impair safety:	(✓)
5.8	Presence and effectiveness of obstacles:	(✓)
5.9	Presence of main switch(es), linked where required:	(✓)
5.10	Operation of main switch(es) *(functional check):*	(✓)
5.11	Correct identification of circuit protective devices:	(✓)
5.12	Adequacy of protective devices for prospective fault current:	(✓)
5.13	RCD(s) provided for fault protection – includes RCBOs:	(✓)
5.14	RCD(s) provided for additional protection – includes RCBOs:	(✓)
5.15	RCD(s) provided for protection against fire – includes RCBOs:	(✓)
5.16	Manual operation of circuit-breakers and RCDs to prove disconnection:	(✓)
5.17	Confirmation that integral test button/switch causes RCD(s) to trip when operated (functional check)	(✓)
5.18	Presence of RCD six-monthly retest notice at or near equipment, where required:	(C3)
5.19	Presence of diagrams, charts or schedules at or near equipment, where required:	(✓)
5.20	Presence of non-standard (mixed) cable colour warning notices at or near equipment, where required:	(✓)
5.21	Presence of next inspection recommendation label:	(✓)
5.22	All other required labelling provided:	(✓)
5.23	Compatibility of protective device(s), base(s) and other components:	(✓)
5.24	Single-pole switching or protective devices in line conductors only:	(✓)
5.25	Protection against mechanical damage where cables enter equipment:	(✓)
5.26	Protection against electromagnetic effects where cables enter ferrromagnetic enclosures:	(✓)

6. Distribution / final circuits

6.1	Identification of conductors:	(✓)
6.2	Cables correctly supported throughout their length:	(✓)
6.3	Condition of insulation of live parts:	(✓)
6.4	Non-sheathed cables protected by enclosures in conduit, ducting or trunking:	(N/A)
6.5	Suitability of containment systems for continued use *(including flexible conduit):*	(✓)
6.6	Cables correctly terminated in enclosures *(indicate extent of sampling in PART 7 of report):*	(✓)
6.7	Indication of SPD(s) continued functionality confirmed:	(N/A)
6.8	Adequacy of AFDD(s), where specified:	(N/A)
6.9	Confirmation that conductor connections, including connections to busbars are correctly located in terminals and are tight and secure:	(✓)
6.10	Examination of cables for signs of unacceptable thermal and mechanical damage / deterioration:	(✓)
6.11	Adequacy of cables for current-carrying capacity with regard to the type and nature of installation:	(FI)
6.12	Adequacy of protective devices; type and rated current for fault protection:	(✓)
6.13	Presence and adequacy of circuit protective conductors:	(✓)
6.14	Co-ordination between conductors and overload protective devices:	(✓)
6.15	Cable installation methods / practices appropriate to the type and nature of installation and external influences:	(✓)
6.16	Cables where exposed to direct sunlight, of a suitable type or adequately protected against solar radiation:	(✓)
6.17	Cables adequately protected against damage and abrasion:	(✓)

All fields must be completed. *Enter either, as appropriate: '✓' if Acceptable condition;* ***'N/A'*** *if Not applicable;* ***'LIM'*** *if a Limitation exists; or Code appropriately – CODE* ***'C1'****,* ***'C2'****,* ***'C3'*** *or* ***'FI'*** *(codes to be recorded in PART 6, with additional comments (where appropriate) on attached numbered sheets)*

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PART 10 : SCHEDULE OF ITEMS INSPECTED

6.18 Provision of additional protection by an RCD not exceeding 30 mA
- a) For all socket-outlets with a rated current not exceeding 32 A, unless exempt: (✔)
- b) Supplies for mobile equipment with a rated current not exceeding 32 A for use outdoors: (✔)
- c) For cables concealed in walls / partitions at a depth of less than 50 mm: (C3)
- d) For cables concealed in walls / partitions containing metal parts regardless of depth: (N/A)
- e) Circuits supplying luminaires within domestic (household) premises: (N/A)

Note: *Older installations designed prior to BS 7671: 2018 may not have been provided with RCDs for additional protection.*

6.19 Provision of fire barriers, sealing arrangements and protection against thermal effects: (LIM)

6.20 Band II cables segregated / separated from Band I cables: (LIM)

6.21 Cables segregated / separated from non-electrical services: (LIM)

6.22 Termination of cables at enclosures *(indicate extent of sampling in PART 7 of report)*
- a) Connections under no undue strain: (✔)
- b) No basic insulation of a conductor, visible outside an enclosure: (✔)
- c) Connections of live conductors adequately enclosed: (✔)
- d) Adequacy of connection at point of entry to enclosure: (✔)

6.23 Temperature rating of cable insulation addequate: (✔)

6.24 Condition of accessories including socket-outlets, switches and joint boxes satisfactory: (C3)

6.25 Suitability of accessories for external influences: (✔)

6.26 Single-pole switching or protective devices in line conductors only: (✔)

6.27 Adequacy of connections, including cpcs, within accessories and to fixed and stationary equipment: (✔)

7. Isolation and switching

7.1 Isolators
- a) Presence and condition of appropriate devices: (✔)
- b) Acceptable location (local / remote): (✔)
- c) Capable of being secured in the OFF position: (✔)
- d) Correct operation verified: (✔)
- e) Clearly identified by position and / or durable markings: (✔)
- f) Warning label posted in situations where live parts cannot be isolated by the operation of a single device: (N/A)

7.2 Switching off for mechanical maintenance
- a) Presence and condition of appropriate devices: (✔)
- b) Acceptable location: (✔)
- c) Capable of being secured in the OFF position: (✔)
- d) Correct operation verified: (✔)
- e) Clearly identified by position and / or durable marking(s): (✔)

7.3 Emergency switching off / stopping
- a) Presence and condition of appropriate devices: (N/A)
- b) Readily accessible for operation where danger might occur: (N/A)
- c) Correct operation verified: (N/A)

7.4 Functional switching
- a) Presence and condition of appropriate devices: (✔)
- b) Correct operation (functionality) verified: (✔)

8. Current-using equipment *(permanently connected)*

8.1 Condition of equipment in terms of IP rating: (✔)

8.2 Equipment does not constitute a fire hazard: (✔)

8.3 Enclosure not damaged / deteriorated so as to impair safety: (✔)

8.4 Suitability for the environment and external influences: (✔)

8.5 Security of fixing: (✔)

8.6 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 on a separate page: Page No. (N/A)

8.7 Recessed luminaires (e.g. downlighters)
- a) Correct type of lamps fitted: (N/A)
- b) Installed to minimise build-up of heat: (N/A)
- c) No signs of overheating to surrounding building fabric: (N/A)
- d) No signs of overheating to conductors / terminations: (N/A)

9. List all special installations or locations covered by this report:

N/A (N/A)

( )

( )

( )

Indicate if the relevant requirements of Part 7 are satisfied and append results of inspection on a separate numbered page.

SCHEDULE OF ITEMS INSPECTED BY

Name (capitals): BRIAN MCCARTHY

Signature: ..... Date: 15/08/2022

PART 11 : SCHEDULES AND ADDITIONAL PAGES

Schedule of Inspections	Schedule of Circuit Details and Test Results for the installation	Additional pages, including data sheets for additional sources	Special installations or locations *(indicated in item 9. above)*	Continuation sheets
Page No(s): (4 & 5)	Page No(s): (6)	Page No(s): (7-8)	Page No(s): (None)	Page No(s): (None)

The pages identified are an essential part of this report (see Regulation 653.2).

All fields must be completed. *Enter either, as appropriate: '✓' if Acceptable condition;* ***'N/A'*** *if Not applicable;* ***'LIM'*** *if a Limitation exists; or Code appropriately – CODE* ***'C1'****,* ***'C2'****,* ***'C3'*** *or* ***'FI'*** *(codes to be recorded in PART 6, with additional comments (where appropriate) on attached numbered sheets)*

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PART 12 : SCHEDULE OF CIRCUIT DETAILS AND TEST RESULTS

Circuits/equipment vulnerable to damage when testing :.....

CODES for Type of wiring (A) Thermoplastic insulated / sheathed cables (B) Thermoplastic cables in metallic conduit (C) Thermoplastic cables in non-metallic conduit (D) Thermoplastic cables in metallic trunking (E) Thermoplastic cables in non-metallic trunking (F) Thermoplastic / SWA cables (G) Thermosetting / SWA cables (H) Mineral-insulated cables (O) other - state: N/A

Circuit number	Circuit description	Type of wiring (see Codes)	Reference Method (BS 7671)	Number of points served	Circuit conductor csa		Max. disconnection time (BS 7671)	Protective device				RCD Operating current, $I_{\Delta n}$	Maximum permitted Z_s for installed protective device*	Circuit impedances (Ω)					Insulation resistance			Polarity	Max. measured earth fault loop impedance, Z_s	RCD operating time	Test buttons	
														Ring final circuits only (measured end to end)			All circuits (complete at least one column)									
					Live (mm^2)	cpc (mm^2)	(s)	BS (EN)	Type	Rating (A)	Short-circuit capacity (kA)	(mA)	(Ω)	(Line) r_1	(Neutral) r_n	(cpc) r_2	(R_1+R_2)	R_2	Live / Live (MΩ)	Live / Earth (MΩ)	Test voltage DC (V)	(✓)	(Ω)	(ms)	RCD (✓)	AFDD (✓)
1	Heater point: Classroom 2	A	100	1	2.5	1.5	0.2	60898	B	20	6	100s	500				0.6		100	100	500	✔	44.8	151	✔	N/A
2	Heater point: Classroom 3/Drill Hall	A	100	2	2.5	1.5	0.2	60898	B	20	6	100s	500				0.6		100	100	500	✔	44.6	151	✔	N/A
3	Heater point: Classroom 1/Drill Hall	A	100	2	2.5	1.5	0.2	60898	B	20	6	100s	500				0.3		100	100	500	✔	44.5	151	✔	N/A
4	Heater point: Offices	A	100	2	2.5	1.5	0.2	60898	B	20	6	100s	500				0.4		100	100	500	✔	44.6	151	✔	N/A
5	Lights: Outside	A	B	6	1	1	0.2	60898	B	6	6	100s	500				1.2		100	100	250	✔	45.7	151	✔	N/A
6	Lights: Drill Hall	A	B	6	1	1	0.2	60898	B	6	6	100s	500				1.0		100	100	250	✔	45.0	151	✔	N/A
7	Lights: office/Hall/Kitchen/WC's	A	B	12	1	1	0.2	60898	B	6	6	100s	500				1.3		100	100	250	✔	46.5	151	✔	N/A
8	Supply to Garage (NOT TESTED)																									
9	Sockets: Classrooms	A	100	4	2x2.5	2x1.5	0.2	60898	B	32	6	30	1667	0.46	0.49	0.97	0.7		100	100	500	✔	44.7	128	✔	N/A
10	Sockets: Drill Hall	A	100	5	2x2.5	2x1.5	0.2	60898	B	32	6	30	1667	0.49	0.52	1.24	0.6		100	100	500	✔	44.7	128	✔	N/A
11	Sockets: Offices/kitchen	A	100	6	2x2.5	2x1.5	0.2	60898	B	32	6	30	1667	0.49	0.46	1.10	0.4		100	100	500	✔	44.4	128	✔	N/A
12	Frost Heaters	A	100	3	1	1	0.2	60898	B	6	6	30	1667				0.96		100	100	500	✔	45.4	128	✔	N/A

DISTRIBUTION BOARD (DB) DETAILS (to be completed in every case)

DB designation: DB1

Location of DB: Entrance Hall

TESTED BY

Name (capitals): BRIAN MCCARTHY

Position: Electrician

Signature:

Date: 15/08/2022

TO BE COMPLETED ONLY IF THE DB IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

Supply to DB is from: (N/A) Nominal voltage: (N/A) V No. of phases: (N/A)

Overcurrent protection device for the distribution circuit Type: (BS EN N/A) Rating: (N/A) A

Associated RCD (if any) Type: (BS EN N/A) No. of poles: (N/A) $I_{\Delta n}$ (N/A) mA Operating time (N/A) ms

Characteristics at this DB Confirmation of supply polarity: (N/A) Phase sequence confirmed (where appropriate): (N/A) Z_s (N/A) Ω I_{pf} (N/A) kA

TEST INSTRUMENTS (enter serial number against each instrument used)

Multi-function: (101389357)

Continuity: (N/A)

Insulation resistance: (N/A)

Earth fault loop impedance: (N/A)

Earth electrode resistance: (N/A)

RCD: (N/A)

*Where figure is not taken from *BS 7671*, state source: (N/A)

GENERAL CONTINUATION SHEET

NOTES

General Condition Of the Installation

Up grading of the consumer unit is recommended to provide 30mA RCD protection to all circuits.
Variation in end to end final ring circuit resistance readings. Probable cause is corrosion on the connections of several sockets. Recommend replacement of all socket outlets.
Further investigation of the supply to the garage is required. On initial viewing this may appear undersize. There was no access to the garage at the time of the inspection.

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NOTES

Operational Limitations

Garage not tested. No access.

NOTES FOR RECIPIENT

THIS CONDITION REPORT IS AN IMPORTANT AND VALUABLE DOCUMENT WHICH SHOULD BE RETAINED FOR FUTURE USE

The purpose of periodic inspection is to determine, so far as is reasonably practicable, whether an electrical installation is in a satisfactory condition for continued service. This report provides an assessment of the condition of the electrical installation identified overleaf at the time it was inspected and tested, taking into account the stated extent of the installation and the limitations of the inspection and testing.

This report has been issued in accordance with the national standard for the safety of electrical installations, *BS 7671: 2018 – Requirements for Electrical Installations*.

The report identifies any damage, deterioration, defects and/or conditions found by the inspector which may give rise to danger (see PART 6), together with any items for which improvement is recommended.

If you were the person ordering this report, but not the user of the installation, you should pass this report, or a full copy of it including these notes, the schedules and additional pages (if any), immediately to the user.

This report should be retained in a safe place and shown to any person inspecting or undertaking further work on the electrical installation in the future. If you later vacate the property, this report will provide the new user with an assessment of the condition of the electrical installation at the time the periodic inspection was carried out.

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 every six months. For safety reasons it is important that this instruction is followed.

For safety reasons, the electrical installation should be re-inspected at appropriate intervals by a skilled person or persons, competent in such work. NICEIC* recommends that you engage the services of an NICEIC Approved Contractor for the inspection.

The recommended date by which the next inspection should be carried out is stated in PART 5 of this report. There should also be a notice at or near the main switchboard or distribution board/consumer unit indicating when the next inspection of the installation is due.

Only an NICEIC Approved Contractor or Conforming Body is authorised to issue this NICEIC Electrical Installation Condition Report. You should have received the report marked 'Original' and the Approved Contractor should have retained the report marked 'Duplicate'.

This report form is intended to be issued only for the purpose of reporting on the condition of an existing electrical installation and must not be issued to certify new electrical installation work including the replacement of a distribution board or consumer unit.

The report consists of at least six numbered pages. Additional numbered pages may have been provided to permit further relevant information relating to the installation to be recorded. For installations having more than one distribution board or more circuits than can be recorded on PART 12, one or more additional *Schedules of Circuit Details and Test Results* should form part of the report. The report is invalid if any of the schedules identified in PART 10 are missing. The report has a printed serial number, which is traceable to the Contractor to which it was supplied.

PART 7 (Details 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.

Operational limitations may have been encountered during the inspection such as inability to gain access to parts of the installation or to an item of equipment. The inspector should have noted any such limitations in PART 7. It should be noted that the greater the limitations applying to a report, the less its value from the safety aspect.

A declaration should have been given by the inspector in PART 4 of the report. The declaration must reflect the statement given in PART 3, which summarises the observations and recommendations made in PART 6. Where one or more observations have been made in PART 6, the Classification code given to each by the inspector indicates the degree of urgency with which remedial action needs to be taken to restore the installation to a safe working condition.

Where the inspector has indicated an observation as code C1 (danger present) **the safety of those using the installation is at risk.** Wherever practicable, items classified as (C1) should be made safe on discovery, and it is recommended that a skilled person(s) competent in electrical installation work undertakes the necessary remedial work immediately.

Where the inspector has indicated an observation as code C2 (potentially dangerous) **the safety of those using the installation may be at risk**, and it is recommended that a skilled person(s) competent in electrical installation work undertakes the necessary remedial work as a matter of urgency.

Where the inspector has indicated that an item requires further investigation (FI), the investigation should be carried out without delay to determine whether danger or potential danger exists. For further guidance on the Classification codes, please see the reverse of page 2.

Where the installation can be supplied by more than one source, such as the public supply and a standby generator or microgenerator, this should be identified in PART 8 *Supply Characteristics and Earthing Arrangements*, and the *Schedules of Circuit Details and Test Results* (PART 12) compiled accordingly.

Where inadequacies in the intake equipment have been observed (Item 1 of PART 10), the person ordering the inspection should inform the distributor and/or supplier as appropriate.

Should the person ordering this report have reason to believe that it does not reasonably reflect the condition of the electrical installation reported on, that person should in the first instance raise the specific concerns in writing with the Approved Contractor. If the concerns remain unresolved, the person ordering this report may make a formal complaint to NICEIC, for which purpose a complaint form is available on request.

The complaints procedure offered by NICEIC is subject to certain terms and conditions, full details of which are available upon application. NICEIC does not investigate complaints relating to the operational performance of electrical installations (such as lighting levels), or to contractual or commercial issues (such as time or cost).

** NICEIC is operated by Certsure LLP, a partnership between the Electrical Contractors' Association and the charity, Electrical Safety First. NICEIC maintains and publishes registers of electrical contractors that it has assessed against particular scheme requirements (including the technical standard of electrical work).*

For further information about electrical safety and how NICEIC can help you, visit **www.niceic.com**

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GUIDANCE FOR RECIPIENTS ON THE CLASSIFICATION CODES

Only one Classification code should be given for each recorded Observation

Classification code C1 (Danger present)

Where an observation has been given a Classification code C1, the safety of those using the installation is at risk and immediate remedial action is required.

The person responsible for the maintenance of the installation is advised to take action without delay to remedy the observed deficiency in the installation, or to take other appropriate action (such as switching off and isolating the affected part(s) of the installation) to remove the danger. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

NICEIC makes available 'Electrical Danger Notification' forms to enable inspectors to record, and then to communicate to the person ordering the report, any dangerous condition discovered.

Classification code C2 (Potentially dangerous)

Classification code C2 indicates that, whilst those using the installation may not be at immediate risk, urgent remedial action is required to remove potential danger. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

It is important to note that the recommendation given at PART 5 of this report (Next Inspection) for the maximum interval until the next inspection is conditional upon all items which have been given a Classification code C1 and code C2 being remedied immediately and as a matter of urgency, respectively.

It would not be reasonable for the inspector to indicate that the installation is in a satisfactory condition if any observation in this report has been given a code C1 or code C2 classification.

Classification code C3 (Improvement recommended)

Where an observation has been given a Classification code C3, the inspection and/or testing has revealed a non-compliance with the current safety standard which, whilst not presenting immediate or potential danger, would result in a significant safety improvement if remedied. Careful consideration should be given to the safety benefits of improving these aspects of the installation. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

Code FI (Further investigation required without delay)

It should usually be possible for the inspector to attribute a Classification code to each observation without indicating a need for further investigation.

However, where 'FI' has been entered against an observation the inspector considers that further investigation of that observation is likely to reveal danger or potential danger that, due to the agreed extent or limitations of the inspection and/or testing, could not be fully identified at the time.

It would not be appropriate for the inspector to indicate that the installation is in a satisfactory condition if there is reasonable doubt as to whether danger or potential danger exists. Consequently, where the inspector has indicated 'Further investigation required without delay' (FI) the overall assessment of the installation (PART 3) should be marked as 'Unsatisfactory'.

If the inspector has indicated that an observation requires further investigation without delay, the person ordering this report is advised to arrange for the NICEIC Approved Contractor issuing the report (or another skilled person or persons competent in such work) to undertake further examination of that aspect of the installation as a matter of urgency, to determine whether or not danger or potential danger exists.

Further information

Further information on the application of Classification codes, primarily aimed at inspectors but of possible interest to persons ordering condition reports, can be found in Electrical Safety First's Best Practice Guide No 4 *Electrical installation condition reporting: Classification Codes for domestic and similar electrical installations*. The guide can be viewed or downloaded free of charge from www.electricalsafetyfirst.org.uk

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