



APPROVED CONTRACTOR **Electrical and Plumbing Contractors**

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18017144

ICN18C

ELECTRICAL INSTALLATION CERTIFICATE

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

PART 1 : DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR

Registration No: 028288000 Branch No: *
Trading Title: R J Electrical Services Ltd
Address: Unit 3a, Barnack Industrial Estate, Kingsway, Salisbury
Postcode: SP2 0AW Tel No:

DETAILS OF THE CLIENT

Contractor Reference Number (CRN): 18500
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: 6 Battalion The Rifles C Company
Address: Army Reserve Centre, Wallisdown Road, POOLE, Dorset
Postcode: BH12 5AD Tel No: N/A

PART 2 : DETAILS OF THE ELECTRICAL WORK COVERED BY THIS INSTALLATION CERTIFICATE

Date works completed: 13/11/2018
The installation is –
New: ()
An addition: ()
An alteration: ()
Replacement of a distribution board: (✓)

Description and extent of the installation covered by this certificate:

Replaced DB's 1 & 2

Where necessary, continue on a separate numbered page: Page No(s) ()

PART 3 : NEXT INSPECTION OF THE ELECTRICAL INSTALLATION

I/We, being the designer(s) of the electrical installation as documented in PART 4, RECOMMEND that this installation is further inspected and tested after an interval of not more than: 3 years (delete as appropriate)

PART 4 : DECLARATION FOR THE ELECTRICAL INSTALLATION WORK (this option may be used where the design, construction, inspection & testing have been the responsibility of one person)

DESIGN, CONSTRUCTION, INSPECTION & TESTING (The extent of liability of the signatories is limited to the work detailed in PART 2)

I, being the person responsible for the design, construction, inspection and testing of the electrical installation, particulars of which are described in PART 2, having exercised reasonable skill and care when carrying out the design and additionally where this certificate applies to an addition or alteration, having confirmed that the safety of the existing installation is not impaired, hereby CERTIFY that the design, construction, inspection and testing 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 on attached page(s) (N/A) (Regulations 120.3, 133.1.3 and 133.5).

• Permitted exception applied (411.3.3) N/A Risk assessment attached: () Page No(s) ()
• Where selectivity is required, details of the verification appended (536.4): () Page No(s) ()

Name (capitals): BRIAN MCCARTHY Signature: Date: 23/01/2019

REVIEWED BY QUALIFIED SUPERVISOR

Name (capitals): ROBERT COOMBS Signature: Date: 24/01/2019

*Where applicable

** 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 4 : DECLARATION FOR THE ELECTRICAL INSTALLATION WORK (to be completed where different parties are responsible for the design, construction, inspection & testing)

DESIGN (The extent of liability of the signatories is limited to the work detailed in PART 2)

I/We being the person(s) responsible for the design of the electrical installation, particulars of which are described in PART 2, having exercised reasonable skill and care when carrying out the design and additionally where this certificate applies to an addition or alteration, having confirmed that the safety of the existing installation is not impaired, hereby CERTIFY that the design work for which I/we have been responsible is to the best of my/our knowledge and belief in accordance with BS 7671: 2018, amended to N/A (date) except for the departures, if any, detailed on attached page(s) (N/A) (Regulations 120.3, 133.1.3 and 133.5).

• Permitted exception applied (411.3.3): ~~X~~ N/A Risk assessment attached: (N/A) Page No(s) (N/A) • Where selectivity is required, details of the verification appended (536.4): (N/A) Page No(s) (N/A)

DESIGNER 1

Name (capital): N/A

Signature:

Date:

DESIGNER 2 (where there is divided responsibility for design)

Name (capital): N/A

Signature:

Date:

CONSTRUCTION (The extent of liability of the signatory is limited to the work detailed in PART 2)

I, being the person responsible for the construction of the electrical installation, particulars of which are described in PART 2, having exercised reasonable skill and care when carrying out the construction, 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 N/A (date) except for the departures, if any, detailed on attached page(s) (N/A) (Regulations 120.3 and 133.5).

Name (capital): N/A

Signature:

Date:

INSPECTION & TESTING (The extent of liability of the signatories is limited to the work detailed in PART 2)

I, being the person responsible for the inspection and testing of the electrical installation, particulars of which are described in PART 2, having exercised reasonable skill and care when carrying out the inspection and 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 N/A (date) except for the departures, if any, detailed on attached page(s) (N/A) (Regulations 120.3 and 133.5).

Name (capital): N/A

Signature:

Date:

REVIEWED BY QUALIFIED SUPERVISOR

Name (capital): N/A

Signature:

Date:

PART 5 : COMMENTS ON THE EXISTING INSTALLATION (in the case of an addition or alteration see Regulation 644.1.2)

The installation as a whole is reliant on conduits for earth continuity, this is slowly deteriorating. Consideration should be given to rewiring at sometime in the not to distant future.

Where necessary, continue on a separate numbered page: Page No(s) (N/A)

Where the electrical work to which this certificate relates includes the installation of a fire alarm system and/or an emergency lighting system (or a part of such systems), this electrical safety certificate should be accompanied by the particular certificate(s) for the system(s).



ELECTRICAL INSTALLATION CERTIFICATE

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PART 6 : DETAILS OF THE ORGANISATION(S) RESPONSIBLE FOR THE ELECTRICAL INSTALLATION (signatures of which are in PART 4)

DESIGN		DESIGNER 1		DESIGNER 2		CONSTRUCTION		INSPECTION & TESTING	
DESIGN, CONSTRUCTION, INSPECTION & TESTING		Organisation: N/A		Organisation: N/A		Organisation: N/A		Organisation: N/A	
Registration No*: 028288000		Registration No*: N/A		Registration No*: N/A		Registration No*: N/A		Registration No*: N/A	
Branch No*: N/A		Branch No*: N/A		Branch No*: N/A		Branch No*: N/A		Branch No*: N/A	
Address: Unit 3a, Barnack Industrial Estate Kingsway		Address:		Address:		Address:		Address:	
Salisbury									
Postcode: SP2 0AW		Postcode:		Postcode:		Postcode:		Postcode:	
Tel No:		Tel No:		Tel No:		Tel No:		Tel No:	

PART 7 : SUPPLY CHARACTERISTICS AND EARTHING ARRANGEMENTS

System type and earthing arrangements		Number and type of live conductors		Nature of supply parameters	
TN-C-S: (N/A) TN-S: (✓) TT: (N/A)		AC 1-phase, 2-wire: (N/A) 3-phase, 3-wire: (N/A) 3-phase, 4-wire: (✓) DC 2-wire: (N/A) 3-wire: (N/A) Other: (N/A)	2-phase, 3-wire: (N/A) 3-phase, 4-wire: (✓) Other: (N/A)	Nominal line voltage, U (1): (400) V	(1) By enquiry, measurement, or by calculation
Other (state): N/A				Nominal line voltage to Earth, U_0 (1): (230) V	
Supply protective device (BS (EN) Non-verifiable)		Confirmation of supply polarity:		Nominal frequency, f (1): (50) Hz	
Type: () Rated current: (LIM) A		Other sources of supply (as detailed on attached schedule)		Prospective fault current, I_{pf} (1)**: (1.76) kA	
				External loop impedance, Z_e (1)**: (0.13) Ω	

PART 8 : PARTICULARS OF INSTALLATION REFERRED TO IN THIS CERTIFICATE

Main protective conductors		Main protective bonding connections		Main switch / Switch-fuse / Circuit-breaker / RCD	
Maximum demand (load): (80) kVA / A (delete as appropriate)	Earthing conductor: (material) Copper	Water installation pipes: (✓) Gas installation pipes: (✓) Structural steel: (✓) Oil installation pipes: (NA) Lightning protection: (NA) Other (state): N/A	Type: (BS (EN) 60947-3) Location: (Main Switch Room) No. of poles: (3) Current rating: (125) A	Rating / setting of device: (N/A) A Voltage rating: (400) V	
Means of Earthing	Distributor's facility: (✓) Installation earth electrode: (N/A)				
Where an earth electrode is used insert	Type – rod(s), tape, etc: (None) Location: (N/A) Electrode resistance to Earth: (N/A) Ω				
Where an RCD is used as the main switch		RCD rated residual operating current, $I_{\Delta n}$: (N/A) ms		Rated time delay: (N/A) ms	

*Where applicable

**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.



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PART 9 : SCHEDULE OF ITEMS INSPECTED – continues on next page

1. External condition of electrical 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): (N/A) (.....)

2. Parallel or switched alternative sources of supply

- 2.1 Presence of adequate arrangements where generator to operate as a switched alternative:
a) Dedicated earthing arrangement independent of that of the public supply (N/A) (.....)
2.2 Presence of adequate arrangements where generator to operate in parallel with public supply:
a) Correct connection of generator in parallel (N/A) (.....)
b) Compatibility of characteristics of means of generation (N/A) (.....)
c) Means to provide automatic disconnection of generator in the event of loss of public supply or voltage or frequency deviation beyond declared values (N/A) (.....)
d) Means to prevent connection of generator in the event of loss of public supply or voltage or frequency deviation beyond declared values (N/A) (.....)
e) Means to isolate generator from public supply (N/A) (.....)

2.3 Presence of alternative / additional supply warning notices at or near:

- a) The origin (N/A) (.....)
b) The meter position, if remote from origin (N/A) (.....)
c) The consumer unit / distribution board to which the alternative / additional sources are connected (N/A) (.....)
d) All points of isolation of ALL sources of supply (N/A) (.....)

3. Automatic disconnection of supply

- 3.1 Presence and adequacy of protective earthing / bonding arrangements as follows:
a) Distributor's earthing arrangement or installation earth electrode arrangement (✓) (.....)
b) Earthing conductor and connections (✓) (.....)
c) Main protective bonding conductors and connections (✓) (.....)
d) Earthing / bonding labels at all appropriate locations (✓) (.....)
3.2 Accessibility of:
a) Earthing conductor connections (✓) (.....)
b) All protective bonding connections (✓) (.....)

3.3 FELV – requirements satisfied: (✓) (.....)

- 3.4 Reduced low voltage – requirements satisfied: (✓) (.....)

4. Additional protection

- 4.1 The presence and effectiveness of additional protection methods used, as follows:
a) RCDs not exceeding 30 mA operating current, as specified (✓) (.....)
b) Supplementary bonding (✓) (.....)

5. Basic protection († For use in controlled / supervised conditions only)

- 5.1 Presence and adequacy of protective measures to provide basic protection:
a) Insulation of live parts (✓) (.....)
b) Barriers or enclosures (✓) (.....)
c) Obstacles † (✓) (.....)
d) Placing out of reach † (✓) (.....)

6. Basic and fault protection

- a) SELV (✓) (.....)
b) PELV (N/A) (.....)
c) Double or reinforced insulation (N/A) (.....)

When used, provide details on a separate numbered page: Page No (N/A) (.....)

7. Distribution equipment

- 7.1 Adequacy of working space / accessibility: (✓) (.....)
7.2 Security of fixing: (✓) (.....)
7.3 Insulation of live parts not damaged during erection: (✓) (.....)
7.4 Adequacy / security of barriers: (✓) (.....)
7.5 Suitability of enclosures for IP and fire ratings: (✓) (.....)
7.6 Enclosures not damaged during installation: (✓) (.....)
7.7 Presence and effectiveness of obstacles: (✓) (.....)
7.8 Presence and operation (functional) check of main switch(es): (✓) (.....)
7.9 Components are suitable according to assembly manufacturer's instructions or literature: (✓) (.....)
7.10 Operation of circuit-breakers and RCDs to prove functionality: (✓) (.....)
7.11 RCD(s) provided for fault protection, where specified: (✓) (.....)
7.12 RCD(s) provided for protection against fire, where specified: (✓) (.....)
7.13 RCD(s) provided for additional protection, where specified: (✓) (.....)
7.14 Confirmation overvoltage protection (SPDs) provided, where specified: (N/A) (.....)

- 7.15 Indication of SPD(s) continued functionality confirmed: (N/A) (.....)
7.16 Selection of protective devices(s) and base(s); correct type and rating: (✓) (.....)
7.17 Single-pole protective devices in line conductors only: (✓) (.....)
7.18 Protection against mechanical damage where cables enter equipment: (✓) (.....)
7.19 Protection against electromagnetic effects where cables enter ferromagnetic enclosures: (✓) (.....)
7.20 Confirmation that ALL conductor connections, including connections to busbars, are correctly located in terminals and are tight and secure: (✓) (.....)
7.21 Presence of RCD six-monthly test notice, where required: (✓) (.....)
7.22 Presence of diagrams, charts or schedules at or near each distribution board, where required: (✓) (.....)
7.23 Presence of next inspection recommendation label: (✓) (.....)
7.24 Presence of non-standard (mixed) cable colour warning notice at or near the appropriate distribution board, where required: (✓) (.....)
7.25 Presence of other required labelling: (✓) (.....)

8. Circuits

- 8.1 Identification of conductors: (✓) (.....)
8.2 Cables correctly supported throughout, with protection against abrasion: (✓) (.....)
8.3 Examination of cables for signs of mechanical damage during installation: (✓) (.....)
8.4 Examination of installation of live parts, not damaged during erection: (✓) (.....)
8.5 Non-sheathed cables protected by enclosure in conduit, ducting or trunking: (✓) (.....)
8.6 Suitability of containment systems (including flexible conduit): (✓) (.....)
8.7 Correct temperature rating of cable insulation: (✓) (.....)
8.8 Adequacy of cables for current-carrying capacity with regard to the type and nature of installation: (✓) (.....)
8.9 Adequacy of protective devices: type and fault current rating for fault protection: (✓) (.....)
8.10 Adequacy of AFDD(s), where specified: (N/A) (.....)
8.11 Presence and adequacy of circuit protective conductors: (✓) (.....)
8.12 Coordination between conductors and overload protective devices: (✓) (.....)

PART 9: SCHEDULE OF ITEMS INSPECTED

[illegible]

PART 10 : 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 11 above)	Continuation sheets
Page No(s): (4 & 5)	Page No(s): (6-7)	Page No(s): (None)	Page No(s): (None)	Page No(s): (None)

The pages identified are an essential part of this certificate.



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PART 11 : SCHEDULE OF CIRCUIT DETAILS AND TEST RESULTS

Circuits/equipment vulnerable to damage when testing ²

CODES for Type of wiring		Thermoplastic insulated / sheathed cables		Thermoplastic cables in metallic conduit		Thermoplastic cables in non-metallic conduit		Thermoplastic cables in metallic trunking		Thermoplastic cables in non-metallic trunking		(F) Thermoplastic / SWA cables		(G) Thermosetting / SWA cables		(H) Mineral-insulated cables		(I) 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) (s)	Protective device			RCD Operating current, I _{Δn} (mA)	Maximum permitted Z _s for installed protective device* (Ω)	Circuit impedances (Ω)				Insulation resistance			Polarity	Max. measured earth fault loop impedance, Z _s (Ω)	RCD operating time (ms)	Test buttons			
					Live (mm ²)	cpc (mm ²)		BS (EN)	Type	Rating (A)			Short-circuit capacity (kA)	Ring final circuits only (measured end to end)		All circuits (complete at least one column)	Live / Live (MΩ)	Live / Earth (MΩ)	Test voltage DC (V)							
														(Line) r ₁	(Neutral) r _n										(cpc) r ₂	(R ₁ + R ₂)
1	Lights: Main Hall	B	B	4	1.5	Con	0.4	61009	B	6	10	30	7.28				1.24		50	500	(✓)	(✓)	1.01	18	✓	N/A
2	Emergency Lighting	B	B	4	1.5	Con	0.4	61009	B	6	10	30	7.28				0.87		100	250	✓	✓	0.96	18	✓	N/A
3	Lights: Armoury/Locker	B	B	6	1.5	Con	0.4	61009	B	6	10	30	7.28				0.93		50	500	✓	✓	1.72	19	✓	N/A
4	Lights: Main Hall	B	B	4	1.5	Con	0.4	61009	B	6	10	30	7.28				1.04		50	500	✓	✓	2.91	18	✓	N/A
5	Lights: Rooms Behind	B	B	6	1.5	Con	0.4	61009	B	6	10	30	7.28				1.01		50	500	✓	✓	53	18	✓	N/A
6	Socket Below	C	B	1	4	1.5	0.4	61009	B	16	10	30	2.73				0.01		200	500	✓	✓	0.19	18	✓	N/A
7	Sockets: Main Hall	B	B	3	2.5	Con	0.4	61009	B	32	10	30	1.37	0.53	0.53	LIM	0.77		50	500	✓	✓	0.97	22	✓	N/A
8	Sockets: Rooms Behind	B	B	7	2.5	Con	0.4	61009	B	32	10	30	1.37	0.68	0.69	LIM	0.32		50	500	✓	✓	50	19	✓	N/A
9	Spare																									
10	Spare																									

DISTRIBUTION BOARD (DB) DETAILS	DB designation: DB1	TESTED BY	Name (capital letters): BRIAN MCCARTHY	Position: Electrician
(to be completed in every case)	Location of DB: Main Hall	Signature:		Date: 23/01/2019

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

Supply to DB is from: (MDP1-1L1)	Nominal voltage: (230) V	No. of phases: (1)
Overcurrent protection device for the distribution circuit	Type: (BS EN 60898)	Rating: (63) A
Associated RCD (if any)	Type: (BS EN N/A)	No. of poles: (N/A)
Characteristics at this DB	Confirmation of supply polarity: (✓)	Phase sequence confirmed (where appropriate): N/A
		Operating time (N/A) ms
		I _{Δn} (N/A) mA
		Z _s (0.26) Ω
		I _{pr} (0.85) kA

TEST INSTRUMENTS (enter serial number against each instrument used)

Multi-function: (8189065)	Continuity: (N/A)
Insulation resistance: (N/A)	Earth fault loop impedance: (N/A)
Earth electrode resistance: (N/A)	RCD: (N/A)



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CONTINUATION SHEET:

ELECTRICAL INSTALLATION CERTIFICATES & ELECTRICAL INSTALLATION CONDITION REPORTS

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

ICN / XXX: SCHEDULE OF CIRCUIT DETAILS AND TEST RESULTS

Circuits/equipment vulnerable to damage when testing: N/A

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:	
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) (s)	Protective device				RCD Operating current, I _{Δn} (mA)	Maximum permitted Z _s for installed protective device* (Ω)	Circuit impedances (Ω)				Insulation resistance			Polarity	Max. measured earth fault-loop impedance, Z _s (Ω)	RCD operating time (ms)	Test buttons						
					Live (mm ²)	cpc (mm ²)		BS (EN)	Type	Rating (A)	Short-circuit capacity (kA)			Ring final circuits only (measured end to end)	All circuits (complete at least one column)		Live / Live (MΩ)	Live / Earth (MΩ)	Test voltage DC (V)											
															(Line) r ₁	(Neutral) r _n				(cpc) r ₂				(R ₁ + R ₂)	R ₂					
1	Skts:Cleaners/Tool Store	A	B	7	2.5	1.5	0.4	61009	B	32	10	30	1.37	0.08	0.09	0.15	0.09	100	500	✓	✓	0.38	19	✓	N/A					
2	Boiler	A	C	1	2.5	1.5	0.4	61009	B	16	10	30	2.73				0.25	100	500	✓	✓	0.49	18	✓	N/A					
3	Lights: Cleaners/Store	B	B	6	1.5	Con	0.4	61009	B	6	10	30	7.28				0.69	50	500	✓	✓	0.97	18	✓	N/A					
4	Lights: Bar/Lounge	B	B	7	1.5	Con	0.4	61009	B	6	10	30	7.28				0.76	50	500	✓	✓	0.94	19	✓	N/A					
5	Lights: Outside	B	B	3	1.5	Con	0.4	61009	B	6	10	30	7.28				0.93	50	500	✓	✓	1.21	21	✓	N/A					
6	Lights: Rear Lobby	B	B	4	1.5	Con	0.4	61009	B	6	10	30	7.28				0.56	50	500	✓	✓	0.73	18	✓	N/A					
7	Lights: Gents WC	B	B	4	1.5	Con	0.4	61009	B	6	10	30	7.28				0.6	50	500	✓	✓	0.78	18	✓	N/A					
8	Lights: Ladies WC	B	B	4	1.5	Con	0.4	61009	B	6	10	30	7.28				0.61	50	500	✓	✓	0.79	19	✓	N/A					
9	Heater Point	B	B	1	2.5	Con	0.4	61009	B	16	10	30	2.73				0.32	50	500	✓	✓	0.54	17	✓	N/A					
10	Sockets: Lounge	B	B	3	2.5	Con	0.4	61009	B	32	10	30	1.37	0.03	0.03	0.75	0.54	50	500	✓	✓	0.96	18	✓	N/A					
11	Spare																													
12	Spare																													

DISTRIBUTION BOARD (DB) DETAILS (to be completed in every case)	DB designation: DB2 Rear Lobby	TESTED BY Name (capital letters): BRIAN MCCARTHY Signature:	Position: Electrician Date: 23/01/2019
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TO BE COMPLETED ONLY IF THE DB IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION	Supply to DB is from: (MDP1-4L2) Nominal voltage: (230) V No. of phases: (1)
Overcurrent protection device for the distribution circuit	Rating: (63) A
Associated RCD (if any)	Type: (BS EN N/A) No. of poles: (N/A) I _{Δn} : (N/A) mA Operating time (N/A) ms
Characteristics at this DB	Confirmation of supply polarity: (✓) Phase sequence confirmed (where appropriate): (N/A) Z _s : (0.32) Ω I _{pr} : (0.4) kA
TEST INSTRUMENTS (enter serial number against each instrument used)	
Multi-function: (8189065)	Continuity: (N/A)
Insulation resistance: (N/A)	Earth fault loop impedance: (N/A)
Earth electrode resistance: (N/A)	RCD: (N/A)

NOTES FOR RECIPIENT

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

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

This safety certificate has been issued to confirm that the electrical installation work to which it relates has been designed, constructed, inspected, tested and verified in accordance with the national standard for the safety of electrical installations, *BS 7671: 2018 (as amended)* - *Requirements for Electrical Installations* (the IET Wiring Regulations).

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.

Also for safety reasons, the complete electrical installation will need to be inspected and tested 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 this purpose. The maximum interval recommended before the next inspection is stated in PART 3. There should be a notice at or near the main switchboard or distribution board indicating the date when the next inspection is due.

Only an NICEIC Approved Contractor or Conforming Body responsible for the construction of the electrical installation is authorised to issue this NICEIC Electrical Installation Certificate.

The certificate, which consists of at least six numbered pages, is only valid if accompanied by the *Schedule of Items Inspected* and the *Schedule of Circuit Details and Test Results*. The certificate has a printed seven-digit serial number which is traceable to the Approved Contractor to which it was supplied by NICEIC.

For installations having more than one distribution board (or consumer unit) or more circuits than can be recorded on Page 6, one or more additional *Schedules of Circuit Details and Test Results*, should form part of the certificate.

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, or for the replacement of a distribution board (or consumer unit). It should not have been issued for the inspection of an existing electrical installation. An 'Electrical Installation Condition Report' should be issued for such a periodic inspection.

This certificate should not have been issued for electrical work in a potentially explosive atmosphere (hazardous area) unless the Approved Contractor holds an appropriate extension to their NICEIC registration for such work.

You should have received the certificate marked 'Original' and the Approved Contractor should have retained the certificate marked 'Duplicate'.

The 'Original' certificate should be retained in a safe place and shown to any skilled 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 user that the electrical installation complied with the requirements of BS 7671 at the time the certificate was issued.

The *Construction (Design and Management) Regulations* require that, for a project covered by those Regulations, a copy of this certificate, together with schedules, is included in the project health and safety documentation.

Page 1 and 2 of this certificate provide details of the electrical installation, together with the name(s) and signature(s) of the person(s) certifying the three elements of installation work: design, construction and inspection and testing, and page 3 identifies the organisation(s) responsible for the work certified by their representative(s).

Certification for inspection and testing provides an assurance that the electrical installation work has been fully inspected and tested, and that the electrical work has been carried out in accordance with the requirements of *BS 7671: 2018 (as amended)* (except for any departures sanctioned by the designer and appended to the certificate).

Where responsibility for the design, the construction and the inspection and testing of the electrical work is divided between the Approved Contractor and one or more other bodies, the division of responsibility should have been established and agreed before commencement of the work. In such a case, NICEIC considers that the absence of certification for the construction, or the inspection and testing elements of the work would render the certificate invalid. If the design section of the certificate has not been completed, NICEIC recommends that you question why those responsible for the design have not certified that this important element of the work is in accordance with *BS 7671*.

Where the electrical work to which this certificate relates includes the installation of a fire alarm system and/or an emergency lighting system (or a part of such systems) in accordance with British Standards *BS 5839* and *BS 5266* respectively, this electrical safety certificate should be accompanied by a separate certificate or certificates as prescribed by those standards.

Where a number of sources are available to supply the installation, and where the data given for the primary source may differ from other sources, an additional page should have been provided which gives the relevant information relating to each additional source, and to the associated earthing arrangements and main switchgear.

Should the person ordering the work (e.g. the client, as identified on Page 1 of this certificate), have reason to believe that any element of the work for which the Approved Contractor has accepted responsibility (as indicated by the signatures on this certificate) does not comply with *BS 7671: 2018 (as amended)*, the client should in the first instance raise the specific concerns in writing with the Approved Contractor. If the concerns remain unresolved, the client may make a formal complaint to NICEIC, for which purpose a standard 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