

PARTICULARS OF SIGNATORIES TO THE ELECTRICAL INSTALLATION VERIFICATION REPORT			
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 – Tick boxes and enter details, as appropriate			
Earthing arrangements	Number and Type of Live Conductors	Nature of Supply Parameters	Supply Protective Device Characteristics
TN-C	a.c. <input type="checkbox"/> d.c. <input type="checkbox"/>	Nominal voltage, U/U ₀ (1) V Nominal frequency, f ⁽¹⁾ Hz Prospective fault current, I _{pf} ⁽²⁾ kA External loop impedance, Z _e ⁽²⁾ Ω <i>(Note: (1) by enquiry, (2) by enquiry calculation or measurement)</i>	Type: Rated current: A
TN-S	1-phase, <input type="checkbox"/> 2 pole <input type="checkbox"/> 2-wire		
TN-C-S	2-phase, <input type="checkbox"/> 3 pole <input type="checkbox"/> 3-wire		
TT	3-phase, <input type="checkbox"/> other <input type="checkbox"/> 3-wire		
IT	3-phase, <input type="checkbox"/> 4-wire		
Alternative source of supply (to be detailed on attached schedules) <input type="checkbox"/>			
PARTICULARS OF INSTALLATION REFERRED TO IN THE REPORT – Tick boxes and enter details, as appropriate			
Means of Earthing	Maximum Demand		
Supplier's facility <input type="checkbox"/>	Maximum demand (load) kVA / A Delete as appropriate		
Installation earth electrode <input type="checkbox"/>	Details of Installation Earth Electrode (where applicable)		
	Type (e.g. rod(s), tape etc) Electrode resistance to earth Ω		
	Location		

Main Protective Conductors			
Earthing conductor:	material	csa mm ²	Continuity and connection verified <input type="checkbox"/>
Main protective bonding conductors:	material:	csa mm ²	Continuity and connection <input type="checkbox"/>
Main Switch or Circuit-breaker			
Type and No. of poles	Current rating	A	Voltage rating V
Location	Fuse rating or setting A		
Rated residual operating current $I_{\Delta n}$ = mA, and operating time of ms (at $I_{\Delta n}$)			
(applicable only where an RCD is suitable and is used as a main circuit-breaker)			
RECOMMENDATIONS RELATING TO EXISTING INSTALLATION – (in the case of an addition or alteration see 61.4.2):			
SCHEDULES			
The attached Schedules are part of this document and this Report is valid only when they are attached to it.			
..... Schedules of Inspections and Schedules of Test Results are attached.			
(Enter quantities of schedules attached).			

Table E.2 – Electrical installation condition report (existing installations)

ELECTRICAL INSTALLATION CONDITION REPORT (existing installations)	
Section A. Details of the client / 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 (tick as appropriate) Domestic <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other (include brief description)..... 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? 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 (see 62.1.4) Agreed limitations including the reasons (see 62.1.5)..... 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 IEC 60364. It should be noted that cables concealed within trunking and conduits, under floors 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.	
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 and/or potentially dangerous 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 ' <i>Danger present</i> ' (Code C1) or ' <i>Potentially dangerous</i> ' (Code C2) are acted upon as a matter of urgency. Investigation without delay is recommended for observations identified as ' <i>Requiring further investigation</i> '. Observations classified as ' <i>Improvement recommended</i> ' (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:	REPORT AUTHORISED FOR ISSUE BY:

Name (Capitals)	Name (Capitals)
Signature	Signature
For/on behalf of	For/on behalf of.....
Position	Position
Address	Address
Date	Date

Section H. Schedule(s)

..... 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

Section I. Supply characteristics and earthing arrangements

Earthing arrangements	Number and type of live conductors	Nature of supply parameters	Supply protective device
TN-C	a.c. <input type="checkbox"/> d.c. <input type="checkbox"/>	Nominal voltage, $U/U_0^{(1)}$V	Type:
TN-S	1-phase, 2-wire <input type="checkbox"/> 2- pole <input type="checkbox"/>	Nominal frequency, $f^{(1)}$Hz	Rated currentA
TN-C-S	2-phase, 3-wire <input type="checkbox"/> 3- pole <input type="checkbox"/>	Prospective fault current, $I_{pf}^{(2)}$kA	
TT	3-phase, 3-wire <input type="checkbox"/> other <input type="checkbox"/>	External loop impedance, $Z_e^{(2)}$ Ω	
IT	3-phase, 4-wire <input type="checkbox"/>	(Note: (1) by enquiry, (2) by enquiry, calculation or measurement)	
	Confirmation of supply polarity <input type="checkbox"/>		

Alternative source of supply (as detailed on attached schedule)

Section J. Particulars of installation referred to in report

Means of earthing	Details of installation earth electrode (where applicable)
Supplier's facility <input type="checkbox"/>	Type.....
Installation earth electrode <input type="checkbox"/>	Location
	Resistance to Earth Ω

Section K. Main protective conductors

Earthing conductor	Material	Csamm ²	Connection / continuity verified <input type="checkbox"/>
Main protective bonding conductors	Material	Csamm ²	Connection / continuity verified <input type="checkbox"/>
To incoming water service	To incoming gas service	To incoming oil service	To structural steel
To lightning protection	To other incoming service(s) Specify		

C3 – Improvement recommended

Notes for the person producing the report:

- 1) This Report should only be used for the reporting on the condition of an existing electrical installation.
- 2) The Report, normally comprising at least six pages, should include schedules of both the inspection and the test results. Additional pages may be necessary for other than a simple installation. 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) The maximum prospective fault current (I_{pf}) recorded should be the greater of either the short-circuit current or the earth fault current.
- 5) 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 is carried out. 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.
- 6) The summary of condition of the installation in terms of safety should be clearly indicated in Section E.
Observation(s), if any, should be categorised in Section M using the coding C1 to C3 as appropriate. Any observation given a C1 or C2 classification should result in the overall condition of the installation being reported as unsatisfactory.
- 7) Where an installation has an alternative source of supply a further schedule of supply characteristics and earthing details based upon Section I of this report should be provided.
- 8) Where an observation requires further investigation because the inspection has revealed an apparent deficiency which could not, owing to the extent or limitations of this inspection, be fully identified, this should be indicated in the column headed "Further investigation required" within Section M.
- 9) The date by which the next electrical installation condition report is required 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.
- 10) If the space available for observations in Section M is insufficient, additional pages should be provided as necessary.
- 11) Wherever practicable, items classified as 'Danger present' (C1) should be made safe on discovery. Where this is not practical the owner or user should be given written notification as a matter of urgency.

GUIDANCE FOR RECIPIENTS (to be appended to the Report)

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

This Report form is for reporting on the condition of an existing electrical installation.

- 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 M).
- 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) 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.
- 5) 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.
- 6) For items classified in Section M as C1 (“Danger Present”), **the safety of those using the installation is at risk**, and it is recommended that a competent person undertakes the necessary remedial work immediately.
- 7) For items classified in Section M as C2 (“Potentially Dangerous”), **the safety of those using the installation may be at risk** and it is recommended that a competent person undertakes the necessary remedial work as a matter of urgency.
- 8) Where it has been stated in Section M that an observation requires further investigation the inspection has revealed an apparent deficiency which could result in a code C1 or C2 item that could not, due to the extent or limitations of the inspection, be fully identified. In such cases a further examination of the installation will be necessary, without delay, to determine the nature and extent of the apparent deficiency. (see Section F).
- 9) For safety reasons, the electrical installation will need to be re-inspected at appropriate intervals by a competent person. The recommended date by which the next inspection is due is stated in Section F of the Report under ‘Recommendations’.

Annex F **(informative)**

Model forms for inspection of electrical installations

Annex F contains recommendations for reporting on the verification of electrical installations. National committees may adapt the content to suit national conditions and practices.

F.1 Model schedule for items requiring inspection for initial verification of an electrical installation.

All items inspected in order to confirm compliance with the relevant clauses in the IEC 60364 series. The list of items is not exhaustive.

ELECTRICAL INTAKE EQUIPMENT

- ☐ Service cable
- ☐ Service cut-out/fuse
- ☐ Meter tails – Distributor
- ☐ Meter tails – Consumer
- ☐ Metering equipment
- ☐ Isolator

PARALLEL OR SWITCHED ALTERNATIVE SOURCES OF SUPPLY

- ☐ Dedicated earthing arrangement independent to that of the public supply
- ☐ Presence of adequate arrangements where generator to operate in parallel with the public supply system
- ☐ Correct connection of generator in parallel
- ☐ Compatibility of characteristics of means of generation
- ☐ Means to provide automatic disconnection of generator in the event of loss of public supply system or voltage or frequency deviation beyond declared values
- ☐ Means to prevent connection of generator in the event of loss of public supply system or voltage or frequency deviation beyond declared values
- ☐ Means to isolate generator from the public supply system

AUTOMATIC DISCONNECTION OF SUPPLY

- ☐ Main earthing / bonding arrangements

Presence and adequacy of

- ☐ Distributor's earthing arrangement or installation earth electrode arrangement
- ☐ Earthing conductor and connections
- ☐ Main protective bonding conductors and connections
- ☐ Earthing / bonding labels at all appropriate locations

Accessibility of

- ☐ Earthing conductor connections
- ☐ All protective bonding connections

- ☐ FELV – requirements satisfied

OTHER METHODS OF PROTECTION

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

BASIC AND FAULT PROTECTION where used, confirmation that the requirements are satisfied:

- ☐ SELV
- ☐ PELV
- ☐ Double insulation
- ☐ Reinforced insulation

BASIC PROTECTION:

- ☐ Insulation of live parts
- ☐ Barriers or enclosures
- ☐ Obstacles
- ☐ Placing out of reach

FAULT PROTECTION:

- ☐ Non-conducting location Earth-free local equipotential bonding
- ☐ Electrical separation

ADDITIONAL PROTECTION:

- ☐ RCDs not exceeding 30 mA as specified
- ☐ Supplementary bonding

SPECIFIC INSPECTION EXAMPLES as appropriate to the installation

DISTRIBUTION EQUIPMENT

- ☐ Adequacy of working space / accessibility to equipment
- ☐ Security of fixing
- ☐ Insulation of live parts not damaged during erection
- ☐ Adequacy / security of barriers
- ☐ Suitability of enclosures for IP and fire ratings
- ☐ Enclosures not damaged during installation
- ☐ Presence and effectiveness of obstacles
- ☐ Placing out of reach
- ☐ Presence of main switch(es), linked where required
- ☐ Operation of main switch(es) (functional check)
- ☐ Manual operation of circuit-breakers and RCDs to prove functionality

- ☐ Confirmation that integral test button / switch causes RCD(s) to trip when operated (functional check)
- ☐ RCD(s) provided for fault protection, where specified
- ☐ RCD(s) provided for additional protection, where specified
- ☐ Confirmation over-voltage protection (SPDs) provided where specified
- ☐ Confirmation of indication that SPD is functional
- ☐ Presence of RCD quarterly test notice at or near the origin
- ☐ Presence of diagrams, charts or schedules at or near each distribution board, where required
- ☐ Presence of non-standard (mixed) cable colour warning notice at or near the appropriate distribution board, where required

Presence of alternative supply warning notice at or near

- ☐ The origin
- ☐ The meter position, if remote from origin
- ☐ The distribution board to which the alternative/additional sources are connected
- ☐ All points of isolation of ALL sources of supply
- ☐ Presence of next inspection recommendation label
- ☐ Presence of other required labelling
- ☐ Selection of protective device(s) and base(s); correct type and rating
- ☐ Single-pole protective devices in line conductor only
- ☐ Protection against mechanical damage where cables enter equipment
- ☐ Protection against electromagnetic effects where cables enter ferromagnetic enclosures
- ☐ Confirmation that all conductor connections, including connections to busbars are correctly located in terminals and are tight and secure

CIRCUITS

- ☐ Identification of conductors
- ☐ Cables correctly supported throughout
- ☐ Examination of cables for signs of mechanical damage during installation
- ☐ Examination of insulation of live parts, not damaged during erection
- ☐ Non-sheathed cables protected by enclosure in conduit, ducting or trunking
- ☐ Suitability of containment systems (including flexible conduit)
- ☐ Correct temperature rating of cable insulation
- ☐ Cables correctly terminated in enclosures
- ☐ Adequacy of cables for current-carrying capacity with regard for the type and nature of installation
- ☐ Adequacy of protective devices: type and fault current rating for fault protection
- ☐ Presence and adequacy of circuit protective conductors
- ☐ Coordination between conductors and overload protective devices

- ☐ Wiring systems and cable installation methods / practices with regard to the type and nature of installation and external influences
- ☐ Cables concealed under floors, above ceilings, in walls adequately protected against damage by contact with fixings

Provision of additional protection by RCD s having residual rated operating current ($I_{\Delta n}$) not exceeding 30mA

- ☐ For circuits used to supply mobile equipment not exceeding 32 A rating for use outdoors in all cases
- ☐ For all socket-outlets of rating 20 A or less provided for use by ordinary persons unless exempt
- ☐ For cables concealed in walls at a depth of less than 50 mm
- ☐ Provision of fire barriers, sealing arrangements so as to minimize the spread of fire
- ☐ Band II cables segregated / separated from Band I cables
- ☐ Cables segregated / separated from non-electrical services

Termination of cables at enclosures

- ☐ Connections under no undue strain
- ☐ No basic insulation of a conductor visible outside enclosure
- ☐ Connections of live conductors adequately enclosed
- ☐ Adequately connected at point of entry to enclosure (glands, bushes etc.)
- ☐ Suitability of circuit accessories for external influences
- ☐ Circuit accessories not damaged during erection
- ☐ Single-pole devices for switching in line conductor only
- ☐ Adequacy of connections, including cpc's, within accessories and fixed and stationary equipment
- ☐ Presence, operation and correct location of appropriate devices for isolation and switching

ISOLATION AND SWITCHING

Isolators

- ☐ Presence and location of appropriate devices
- ☐ Capable of being secured in the OFF position
- ☐ Correct operation verified (functional check)
- ☐ The installation, circuit or part thereof that will be isolated is clearly identified by location and /or durable marking
- ☐ Warning label posted in situations where live parts cannot be isolated by the operation of a single device

Switching off for mechanical maintenance

- ☐ Presence of appropriate devices
- ☐ Acceptable location – state if local or remote from equipment in question
- ☐ Capable of being secured in the OFF position
- ☐ Correct operation verified (functional check)

- ☐ The circuit or part thereof that will be disconnected clearly identified by location and /or durable marking

Emergency switching / stopping

- ☐ Presence and location of appropriate devices
- ☐ Readily accessible for operation where danger might occur
- ☐ Correct operation verified (functional check)
- ☐ The installation, circuit or part thereof that will be disconnected clearly identified by location and /or durable marking

Functional switching

- ☐ Presence and location of appropriate devices
- ☐ Correct operation verified (functional check)

CURRENT-USING EQUIPMENT (PERMANENTLY CONNECTED)

- ☐ Suitability of equipment in terms of IP and fire ratings
- ☐ Enclosure not damaged/deteriorated during installation so as to impair safety
- ☐ Suitability for the environment and external influences
- ☐ Security of fixing
- ☐ Cable entry holes in ceilings above luminaires, sized or sealed so as to restrict the spread of fire
- ☐ Provision of under-voltage protection, where specified
- ☐ Provision of overload protection, where specified

Recessed luminaires (downlighters)

- ☐ Correct type of lamps fitted
- ☐ Installed to minimise build-up of heat by use of “fire rated” fittings, insulation displacement box or similar

PART 7 SPECIAL INSTALLATIONS OR LOCATIONS

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

F.2 Model inspection schedule of items requiring inspection for an existing electrical installation

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.

The list of items is not exhaustive.

ELECTRICAL INTAKE EQUIPMENT

- ☐ Service cable
- ☐ Service cut-out/fuse

- ☐ Meter tails – Distributor
- ☐ Meter tails – 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

AUTOMATIC DISCONNECTION OF SUPPLY

- ☐ Main earthing / bonding arrangements
- ☐ Presence of distributor's earthing arrangement or presence of installation earth electrode arrangement
- ☐ Presence and adequacy of earthing conductor
- ☐ Main protective earthing conductor connections
- ☐ Accessibility of earthing conductor connections
- ☐ Presence and adequacy of main protective bonding conductors
- ☐ Main protective bonding conductor connections
- ☐ Accessibility of all protective bonding connections
- ☐ Provision of earthing / bonding labels at all appropriate locations
- ☐ FELV

OTHER METHODS OF PROTECTION

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

BASIC AND FAULT PROTECTION:

- ☐ SELV
- ☐ PELV
- ☐ Double insulation
- ☐ Reinforced insulation

BASIC PROTECTION:

- ☐ Insulation of live parts
- ☐ Barriers or enclosures
- ☐ Obstacles
- ☐ Placing out of reach

FAULT PROTECTION:

- ☐ Non-conducting location Earth-free local equipotential bonding
- ☐ Electrical separation

ADDITIONAL PROTECTION:

- ☐ RCDs 30 mA or less as specified
- ☐ Supplementary bonding

SPECIFIC INSPECTION EXAMPLES**DISTRIBUTION EQUIPMENT**

- ☐ Adequacy of working space / accessibility to equipment
- ☐ Security of fixing
- ☐ Condition of insulation of live parts
- ☐ Adequacy / security of barriers
- ☐ Condition of enclosure(s) in terms of IP and fire ratings
- ☐ Enclosure not damaged / deteriorated so as to impair safety
- ☐ Presence and effectiveness of obstacles
- ☐ Placing out of reach
- ☐ Presence of main switch(es), linked where required
- ☐ Operation of main switch(es) (functional check)
- ☐ Manual operation of circuit-breakers and RCDs to prove disconnection
- ☐ Confirmation that integral test button / switch causes RCD(s) to trip when operated (functional check)
- ☐ RCD(s) provided for fault protection
- ☐ RCD(s) provided for additional protection, where required
- ☐ Confirmation of indication that over-voltage protection (SPDs) is functional, where installed
- ☐ Presence of RCD quarterly test notice at or near equipment, where required
- ☐ Presence of diagrams, charts or schedules at or near equipment, where required
- ☐ Presence of non-standard (mixed) cable colour warning notice at or near equipment, where required
- ☐ Presence of alternative supply warning notice at or near equipment, where required
- ☐ Presence of next inspection recommendation label
- ☐ Presence of other required labelling (please specify)
- ☐ Examination of protective device(s) and base(s); correct type and rating (no signs of unacceptable thermal damage, arcing or overheating)
- ☐ Single-pole protective devices in line conductor only
- ☐ Protection against mechanical damage where cables enter equipment
- ☐ Protection against electromagnetic effects where cables enter ferromagnetic enclosures
- ☐ Confirmation that all conductor connections, including connections to busbars are correctly located in terminals and are tight and secure

CIRCUITS

- ☐ Identification of conductors

- ☐ Cables correctly supported throughout
- ☐ Condition of cables
- ☐ Condition of insulation of live parts
- ☐ Non-sheathed cables protected by enclosure in conduit, ducting or trunking
- ☐ Suitability of containment systems for continued use (including flexible conduit)
- ☐ Cables correctly terminated in enclosures
- ☐ Examination of cables for signs of unacceptable thermal or mechanical damage / deterioration
- ☐ Adequacy of cables for current-carrying capacity with regard for the type and nature of installation
- ☐ Adequacy of protective devices: type and rated current for fault protection
- ☐ Presence and adequacy of circuit protective conductors
- ☐ Coordination between conductors and overload protective devices
- ☐ Wiring systems and cable installation methods / practices with regard to the type and nature of installation and external influences
- ☐ Where exposed to direct sunlight, cable of a suitable type
- ☐ Cables concealed under floors, above ceilings, in walls adequately protected against damage by contact with fixings

Provision of additional protection by RCD s having residual rated operating current ($I_{\Delta n}$) not exceeding 30 mA

- ☐ For circuits used to supply mobile equipment not exceeding 32 A rating for use outdoors in all cases
- ☐ For all socket-outlets of rating 20 A or less provided for use by ordinary persons unless exempt
- ☐ For cables concealed in walls at a depth of less than 50 mm
- ☐ Provision of fire barriers, sealing arrangements and protection against thermal effects
- ☐ Band II cables segregated / separated from Band I cables
- ☐ Cables segregated / separated from non-electrical services
- ☐ Condition of circuit accessories

Termination of cables at enclosures – identify / record numbers and locations of items inspected

- ☐ Connections under no undue strain
- ☐ No basic insulation of a conductor visible outside enclosure
- ☐ Connections of live conductors adequately enclosed
- ☐ Adequately connected at point of entry to enclosure (glands, bushes etc.)
- ☐ Suitability of circuit accessories for external influences
- ☐ Condition of accessories including socket-outlets, switches and joint boxes
- ☐ Single-pole devices for switching in line conductor only
- ☐ Adequacy of connections, including cpc's, within accessories and fixed and stationary equipment

- ☐ Presence, operation and correct location of appropriate devices for isolation and switching
- ☐ General condition of wiring systems
- ☐ Temperature rating of cable insulation

ISOLATION AND SWITCHING

Isolators

- ☐ Presence and condition of appropriate devices
- ☐ Acceptable location – state if local or remote from equipment in question
- ☐ Capable of being secured in the OFF position
- ☐ Correct operation verified
- ☐ Clearly identified by position and /or durable marking
- ☐ Warning label posted in situations where live parts cannot be isolated by the operation of a single device

Switching off for mechanical maintenance

- ☐ Presence and condition of appropriate devices
- ☐ Acceptable location – state if local or remote from equipment in question
- ☐ Capable of being secured in the OFF position
- ☐ Correct operation verified
- ☐ Clearly identified by position and /or durable marking

Emergency switching / stopping

- ☐ Presence and condition of appropriate devices
- ☐ Readily accessible for operation where danger might occur
- ☐ Correct operation verified
- ☐ Clearly identified by position and /or durable marking

Functional switching

- ☐ Presence and condition of appropriate devices
- ☐ Correct operation verified

CURRENT-USING EQUIPMENT (PERMANENTLY CONNECTED)

- ☐ Condition of equipment in terms of IP and fire ratings
- ☐ Enclosure not damaged/deteriorated so as to impair safety
- ☐ Suitability for the environment and external influences
- ☐ Security of fixing
- ☐ Cable entry holes in ceiling above luminaires, sized or sealed so as to restrict the spread of fire
- ☐ Condition and provision of under-voltage protection, where required
- ☐ Condition and provision of over-load protection, where required

Recessed luminaires (downlighters)

- ☐ Correct type of lamps fitted

- ☐ Installed to minimise build-up of heat by use of “fire rated” fittings, insulation displacement box or similar
- ☐ No signs of overheating to surrounding building fabric
- ☐ No signs of overheating to conductors / terminations

PART 7 SPECIAL INSTALLATIONS OR LOCATIONS

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

Annex G (informative)

Model schedule of circuit details and test results

Annex G contains recommendations for reporting on the verification of electrical installations. National committees may adapt the content to suit national conditions and practices.