BS 7671:2018
MODEL FORMS

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Forms included in this file

1 Electrical Installation Certificate (EIC)

2 Minor Electrical Installation Works Certificate (MEIWC)

3 Electric Installation Condition Report (EICR)

2nd July 2018

APPENDIX 6 (Informative)

MODEL FORMS FOR CERTIFICATION AND REPORTING

Introduction

(i) The Electrical Installation Certificate required by Part 6 should be made out and signed or otherwise authenticated by a skilled person or persons in respect of the design, construction, inspection and testing of the work.

(ii) The Minor Electrical Installation Works Certificate required by Part 6 should be made out and signed or otherwise authenticated by a skilled person in respect of the design, construction, inspection and testing of the minor work.

(iii) The Electrical Installation Condition Report required by Part 6 should be made out and signed or otherwise authenticated by a skilled person or persons in respect of the inspection and testing of an existing installation.

(iv) Skilled persons will, as appropriate to their function under (i) (ii) and (iii) above, have a sound knowledge and experience relevant to the nature of the work undertaken and to the technical standards set down in these Regulations, be fully versed in the inspection and testing procedures contained in these Regulations and employ adequate testing equipment.

(v) Electrical Installation Certificates will indicate the responsibility for design, construction, inspection and testing, whether in relation to new work or further work on an existing installation.

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

FOR DESIGN, CONSTRUCTION, INSPECTION & TESTING

I being the person responsible for the Design, Construction, Inspection & Testing of the electrical installation (as indicated by my signature below), particulars of which are described above, having exercised reasonable skill and care when carrying out the Design, Construction, Inspection & Testing, hereby CERTIFY that the said work for which I have been responsible is to the best of my knowledge and belief in accordance with BS 7671:2018, amended to .....(date) except for the departures, if any, detailed as follows.

(vi) A Minor Electrical Installation Works Certificate will indicate the responsibility for design, construction, inspection and testing of the work described on the certificate.

(vii) An Electrical Installation Condition Report will indicate the responsibility for the inspection and testing of an existing installation within the extent and limitations specified on the report.

(viii) Schedules of inspection and schedules of test results as required by Part 6 should be issued with the associated Electrical Installation Certificate or Electrical Installation Condition Report.

(ix) When making out and signing a form on behalf of a company or other business entity, individuals should state for whom they are acting.

(x) Additional forms may be required as clarification, if needed by ordinary persons, or in expansion, for larger or more complex installations.

ELECTRICAL INSTALLATION CERTIFICATE

Notes for the person producing the Certificate:

1 The Electrical Installation Certificate is to be used only for the initial certification of a new installation or for an addition or alteration to an existing installation where new circuits have been introduced, or the replacement of a consumer unit/distribution board.

It is not to be used for a Periodic Inspection, for which an Electrical Installation Condition Report form should be used. For an addition or alteration which does not extend to the introduction of new circuits, a Minor Electrical Installation Works Certificate may be used.

The 'original' Certificate is to be issued to the person ordering the work (Regulation 644.4). A duplicate should be retained by the contractor.

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

3 The signatures appended are those of the persons authorized by the companies executing the work of design, construction, inspection and testing respectively. A signatory authorized to certify more than one category of work should sign in each of the appropriate places.

4 The time interval recommended before the first periodic inspection must be inserted.

The proposed date for the next inspection should take into consideration the frequency and quality of maintenance that the installation can reasonably be expected to receive during its intended life, and the period should be agreed between the designer, installer and other relevant parties.

5 The page numbers for each of the Schedule of Inspections and the Schedule(s) of Test Results should be indicated, together with the total number of sheets involved.

6 The maximum prospective value of fault current (I_{pf}) recorded should be the greater of either the prospective value of short-circuit current or the prospective value of earth fault current.

ELECTRICAL INSTALLATION CERTIFICATE

GUIDANCE FOR RECIPIENTS (to be appended to the Certificate)

This safety Certificate has been issued to confirm that the electrical installation work to which it relates has been designed, constructed, inspected and tested in accordance with British Standard 7671 (the IET Wiring Regulations).

You should have received an 'original' Certificate and the contractor should have retained a duplicate. If you were the person ordering the work, but not the owner of the installation, you should pass this Certificate, or a full copy of it including the schedules, immediately to the owner.

The “original” Certificate should be retained in a safe place and be shown to any person inspecting or undertaking further work on the electrical installation in the future. If you later vacate the property, this Certificate will demonstrate to the new owner that the electrical installation complied with the requirements of British Standard 7671 at the time the Certificate was issued. The Construction (Design and Management) Regulations require that, for a project covered by those Regulations, a copy of this Certificate, together with schedules, is included in the project health and safety documentation.

For safety reasons, the electrical installation will need to be inspected at appropriate intervals by a skilled person or persons, competent in such work. The maximum time interval recommended before the next inspection is stated on Page 1 under 'NEXT INSPECTION'.

This Certificate is intended to be issued only for a new electrical installation or for new work associated with an addition or alteration to an existing installation. It should not have been issued for the inspection and testing of an existing electrical installation. An 'Electrical Installation Condition Report' should be issued for such an inspection.

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

ELECTRICAL INSTALLATION CERTIFICATE

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

DETAILS OF THE CLIENT

.....

INSTALLATION ADDRESS

.....

.....

DESCRIPTION AND EXTENT OF THE INSTALLATION

Description of installation:

New installation ☐

Extent of installation covered by this Certificate:

Addition to an existing installation ☐

Alteration to an existing installation ☐

(Use continuation sheet if necessary) see continuation sheet No: .....

FOR DESIGN

I/We being the person(s) responsible for the design of the electrical installation (as indicated by my/our signatures below), particulars of which are described above, having exercised reasonable skill and care when carrying out the design and additionally where this certificate applies to an addition or alteration, 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 ..... (date) except for the departures, if any, detailed as follows:

Details of departures from BS 7671 (Regulations 120.3, 133.1.3 and 133.5):

Details of permitted exceptions (Regulation 411.3.3). Where applicable, a suitable risk assessment(s) must be attached to this Certificate.

Risk assessment attached ☐

The extent of liability of the signatory or signatories is limited to the work described above as the subject of this Certificate.

For the DESIGN of the installation: **(Where there is mutual responsibility for the design)

Signature: ..... Date: ..... Name (IN BLOCK LETTERS): ..... Designer No 1

Signature: ..... Date: ..... Name (IN BLOCK LETTERS): ..... Designer No 2**

FOR CONSTRUCTION

I being the person responsible for the construction of the electrical installation (as indicated by my signature below), particulars of which are described above, having exercised reasonable skill and care when carrying out the construction hereby CERTIFY that the construction work for which I have been responsible is to the best of my knowledge and belief in accordance with BS 7671:2018, amended to .....(date) except for the departures, if any, detailed as follows:

Details of departures from BS 7671 (Regulations 120.3 and 133.5):

The extent of liability of the signatory is limited to the work described above as the subject of this Certificate.

For CONSTRUCTION of the installation:

Signature: ..... Date: ..... Name (IN BLOCK LETTERS): ..... Constructor

FOR INSPECTION & TESTING

I being the person responsible for the inspection & testing of the electrical installation (as indicated by my signature below), particulars of which are described above, having exercised reasonable skill and care when carrying out the inspection & testing hereby CERTIFY that the work for which I have been responsible is to the best of my knowledge and belief in accordance with BS 7671:2018, amended to .....(date) except for the departures, if any, detailed as follows:

Details of departures from BS 7671 (Regulations 120.3 and 133.5):

The extent of liability of the signatory is limited to the work described above as the subject of this Certificate.

For INSPECTION AND TESTING of the installation:

Signature: ..... Date: ..... Name (IN BLOCK LETTERS): ..... Inspector

NEXT INSPECTION

I/We the designer(s), recommend that this installation is further inspected and tested after an interval of not more than ..... years/months.

PARTICULARS OF SIGNATORIES TO THE ELECTRICAL INSTALLATION CERTIFICATE

Designer (No 1)

Name: ..... Company: .....

Address: .....

..... Postcode: ..... Tel No: .....

Designer (No 2)
(if applicable)

Name: ..... Company: .....

Address: .....

..... Postcode: ..... Tel No: .....

Constructor

Name: ..... Company: .....

Address: .....

..... Postcode: ..... Tel No: .....

Inspector

Name: ..... Company: .....

Address: .....

..... Postcode: ..... Tel No: .....

SUPPLY CHARACTERISTICS AND EARTHING ARRANGEMENTS

Earthing arrangements	**Number and Type of Live Conductors**		**Nature of Supply Parameters**	**Supply Protective Device**
TN-C ☐	AC ☐	DC ☐	Nominal voltage, U / U_0 (1) V	BS (EN) .....
TN-S ☐	1-phase, 2-wire ☐	2-wire ☐	Nominal frequency, f (1) ..... Hz	Type .....
TN-C-S ☐	2-phase, 3-wire ☐	3-wire ☐	Prospective fault current, I_{pf} (2) ..... kA	
TT ☐	3-phase, 3-wire ☐	Other ☐	External loop impedance, Z_e (2) ..... Ω	Rated current ..... A
IT ☐	3-phase, 4-wire ☐		*(Note: (1) by enquiry*	
	Confirmation of supply polarity ☐		*(2) by enquiry or by measurement)*	

Other sources of supply (as detailed on attached schedule) ☐

PARTICULARS OF INSTALLATION REFERRED TO IN THE CERTIFICATE

Means of Earthing

Distributor's facility ☐

Installation earth electrode ☐

Maximum Demand

Maximum demand (load) ..... kVA / Amps Delete as appropriate

Details of Installation Earth Electrode *(where applicable)*

Type (e.g. rod(s), tape etc) .....

Location .....

Electrode resistance to Earth ..... Ω

Main Protective Conductors

Earthing conductor	Material ..... csa ..... mm^2	Connection / continuity verified ☐
Main protective bonding conductors (to extraneous-conductive-parts)	Material ..... csa ..... mm^2	Connection / continuity verified ☐

To water installation pipes ☐	To gas installation pipes ☐	To oil installation pipes ☐	To structural steel ☐
To lightning protection ☐	To other ☐ Specify		

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

Location	Current rating .....A	**If RCD main switch**
.....	Fuse / device rating or setting .....A	Rated residual operating current ($I_{\Delta n}$) .....mA
BS(EN)	Voltage rating V	Rated time delay .....ms
No of poles		Measured operating time .....ms

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

.....

.....

.....

.....

.....

.....

.....

.....

SCHEDULES

The attached Schedules are part of this document and this Certificate is valid only when they are attached to it.

..... Schedules of Inspections and ..... Schedules of Test Results are attached.

(Enter quantities of schedules attached).

SCHEDULE OF INSPECTIONS (for new installation work only) for

DOMESTIC AND SIMILAR PREMISES WITH UP TO 100 A SUPPLY

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

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

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

Item No	DESCRIPTION	Outcome See Note 2
1.0	**EXTERNAL CONDITION OF INTAKE EQUIPMENT (VISUAL INSPECTION ONLY)**	
1.1	Service cable	
1.2	Service head	
1.3	Earthing arrangement	
1.4	Meter tails	
1.5	Metering equipment	
1.6	Isolator (where present)	
2.0	**PARALLEL OR SWITCHED ALTERNATIVE SOURCES OF SUPPLY**	
2.1	Adequate arrangements where a generating set operates as a switched alternative to the public supply (551.6)	
2.2	Adequate arrangements where a generating set operates in parallel with the public supply (551.7)	
3.0	**AUTOMATIC DISCONNECTION OF SUPPLY**	
3.1	**Presence and adequacy of earthing and protective bonding arrangements:**	
	• Distributor's earthing arrangement (542.1.2.1; 542.1.2.2)	
	• Installation earth electrode (where applicable) (542.1.2.3)	
	• Earthing conductor and connections, including accessibility (542.3; 543.3.2)	
	• Main protective bonding conductors and connections, including accessibility (411.3.1.2; 543.3.2; 544.1)	
	• Provision of safety electrical earthing/bonding labels at all appropriate locations (514.13)	
	• RCD(s) provided for fault protection (411.4.204; 411.5.3)	
4.0	**BASIC PROTECTION**	
4.1	**Presence and adequacy of measures to provide basic protection (prevention of contact with live parts) within the installation:**	
	• Insulation of live parts e.g. conductors completely covered with durable insulating material (416.1)	
	• Barriers or enclosures e.g. correct IP rating (416.2)	
5.0	**ADDITIONAL PROTECTION**	
5.1	**Presence and effectiveness of additional protection methods:**	
	• RCD(s) not exceeding 30 mA operating current (415.1; Part 7), see Item 8.14 of this schedule	
	• Supplementary bonding (415.2; Part 7)	
6.0	**OTHER METHODS OF PROTECTION**	
6.1	**Presence and effectiveness of methods which give both basic and fault protection:**	
	• SELV system, including the source and associated circuits (Section 414)	
	• PELV system, including the source and associated circuits (Section 414)	
	• Double or reinforced insulation i.e. Class II or equivalent equipment and associated circuits (Section 412)	
	• Electrical separation for one item of equipment e.g. shaver supply unit (Section 413)	
7.0	**CONSUMER UNIT(S) / DISTRIBUTION BOARD(S):**	
7.1	Adequacy of access and working space for items of electrical equipment including switchgear (132.12)	
7.2	Components are suitable according to assembly manufacturer's instructions or literature (536.4.203)	
7.3	Presence of linked main switch(es) (462.1.201)	
7.4	Isolators, for every circuit or group of circuits and all items of equipment (462.2)	
7.5	Suitability of enclosure(s) for IP and fire ratings (416.2; 421.1.6; 421.1.201; 526.5)	

Item No	DESCRIPTION	Outcome See Note 2
	CONSUMER UNIT(S) / DISTRIBUTION BOARD(S) continued	
7.6	Protection against mechanical damage where cables enter equipment (522.8.1; 522.8.5; 522.8.11)	
7.7	Confirmation that ALL conductor connections are correctly located in terminals and are tight and secure (526.1)	
7.8	Avoidance of heating effects where cables enter ferromagnetic enclosures e.g. steel (521.5)	
7.9	Selection of correct type and ratings of circuit protective devices for overcurrent and fault protection (411.3.2; 411.4, 411.5, 411.6; Sections 432, 433; 537.3.1.1)	
7.10	**Presence of appropriate circuit charts, warning and other notices:**	
	• Provision of circuit charts/schedules or equivalent forms of information (514.9)	
	• Warning notice of method of isolation where live parts not capable of being isolated by a single device (514.11)	
	• Periodic inspection and testing notice (514.12.1)	
	• RCD six-monthly test notice; where required (514.12.2)	
	• AFDD six-monthly test notice; where required	
	• Warning notice of non-standard (mixed) colours of conductors present (514.14)	
7.11	Presence of labels to indicate the purpose of switchgear and protective devices (514.1.1; 514.8)	

8.0	**CIRCUITS**	
8.1	Adequacy of conductors for current-carrying capacity with regard to type and nature of the installation (Section 523)	
8.2	Cable installation methods suitable for the location(s) and external influences (Section 522)	
8.3	Segregation/separation of Band I (ELV) and Band II (LV) circuits, and electrical and non-electrical services (528)	
8.4	Cables correctly erected and supported throughout, with protection against abrasion (Sections 521, 522)	
8.5	Provision of fire barriers, sealing arrangements where necessary (527.2)	
8.6	Non-sheathed cables enclosed throughout in conduit, ducting or trunking (521.10.1; 526.8)	
8.7	Cables concealed under floors, above ceilings or in walls/partitions, adequately protected against damage (522.6.201, 522.6.202, 522.6.203; 522.6.204)	
8.8	Conductors correctly identified by colour, lettering or numbering (Section 514)	
8.9	Presence, adequacy and correct termination of protective conductors (411.3.1.1; 543.1)	
8.10	Cables and conductors correctly connected, enclosed and with no undue mechanical strain (Section 526)	
8.11	No basic insulation of a conductor visible outside enclosure (526.8)	
8.12	Single-pole devices for switching or protection in line conductors only (132.14.1; 530.3.3; 643.6)	
8.13	Accessories not damaged, securely fixed, correctly connected, suitable for external influences (134.1.1; 512.2; Section 526)	
8.14	Provision of additional protection/requirements by RCD not exceeding 30mA:	
	• Socket-outlets rated at 32 A or less, unless exempt (411.3.3)	
	• Supplies for mobile equipment with a current rating not exceeding 32 A for use outdoors (411.3.3)	
	• Cables concealed in walls at a depth of less than 50 mm (522.6.202; 522.6.203)	
	• Cables concealed in walls/partitions containing metal parts regardless of depth (522.6.202; 522.6.203)	
	• Final circuits supplying luminaires within domestic (household) premises (411.3.4)	
8.15	**Presence of appropriate devices for isolation and switching correctly located including:**	
	• Means of switching off for mechanical maintenance (Section 464; 537.3.2)	
	• Emergency switching (465.1; 537.3.3)	
	• Functional switching, for control of parts of the installation and current-using equipment (463.1; 537.3.1)	
	• Firefighter's switches (537.4)	

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

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

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

Inspected by:

Name (Capitals) ..... **Signature** ..... **Date** .....

GENERIC SCHEDULE OF TEST RESULTS

DB reference no .....
Location .....
Z_s at DB (Ω) .....
I_{pf} at DB (kA) .....
Correct supply polarity confirmed ☐
Phase sequence confirmed (where appropriate) ☐

Details of circuits and/or installed equipment vulnerable to damage when testing .....
.....
.....
.....
.....

Details of test instruments used (state serial and/or asset numbers)
Continuity .....
Insulation resistance .....
Earth fault loop impedance .....
RCD .....
Earth electrode resistance .....

Tested by:
Name (Capitals) .....
Signature ..... **Date** .....

Circuit details											Test results														
		Protective device						Conductor details			Ring final circuit continuity (Ω)			Continuity (Ω) ($R_1 + R_2$) or R_2		Insulation Resistance Test Voltage	Insulation Resistance (MΩ)		Polarity	Z_s (Ω)	RCD		AFDD	Remarks (continue on a separate sheet if necessary)
Circuit number 1	Circuit Description 2	BS (EN) 3	type 4	rating (A) 5	breaking capacity (kA) 6	RCD $I_{\Delta n}$ (mA) 7	Maximum permitted Z_s (Ω*) 8	Reference Method 9	Live (mm^2) 10	cpc (mm^2) 11	r_1 (line) 12	r_n (neutral) 13	r_2 (cpc) 14	($R_1 + R_2$) 15	R_2 16	V 17	Live - Live 18	Live - Earth 19	20	Maximum measured 21	Disconnection time (ms) 22	RCD test button operation 23	Manual AFDD test button operation 24	25

* Where the maximum permitted earth fault loop impedance value stated in column 8 is taken from a source other than the tabulated values given in Chapter 41 of this Standard, state the source of the data in the appropriate cell for the circuit in the 'Remarks' column (column 25) of the schedule.

MINOR ELECTRICAL INSTALLATION WORKS CERTIFICATE

Notes for the person producing the Certificate:

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

MINOR ELECTRICAL INSTALLATION WORKS CERTIFICATE

GUIDANCE FOR RECIPIENTS (to be appended to the Certificate)

This Certificate has been issued to confirm that the electrical installation work to which it relates has been designed, constructed, inspected and tested in accordance with British Standard 7671 (the IET Wiring Regulations).

You should have received an 'original' Certificate and the contractor should have retained a duplicate. If you were the person ordering the work, but not the owner of the installation, you should pass this Certificate, or a copy of it, to the owner. A separate Certificate should have been received for each existing circuit on which minor works have been carried out. This Certificate is not appropriate if you requested the contractor to undertake more extensive installation work, for which you should have received an Electrical Installation Certificate.

The Certificate should be retained in a safe place and be shown to any person inspecting or undertaking further work on the electrical installation in the future. If you later vacate the property, this Certificate will demonstrate to the new owner that the minor electrical installation work carried out complied with the requirements of British Standard 7671 at the time the Certificate was issued.

MINOR ELECTRICAL INSTALLATION WORKS CERTIFICATE

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

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

PART 1: Description of the minor works

1. Details of the Client …….... Date minor works completed ……

2. Installation location/address ……

3. Description of the minor works ……

4. Details of departures, if any, from BS 7671:2018 for the circuit altered or extended (Regulation 120.3, 133.1.3 and 133.5):
   Where applicable, a suitable risk assessment(s) must be attached to the Certificate
   …… Risk assessment attached ☐

5. Comments on (including any defects observed in) the existing installation (Regulation 644.1.2):

   ……

PART 2: Presence and adequacy of installation earthing and bonding arrangements (Regulation 132.16)

1. System earthing arrangement: TN-S ☐ TN-C-S ☐ TT ☐

2. Earth fault loop impedance at distribution board (Z_{db}) supplying the final circuit …….. Ω

3. Presence of adequate main protective conductors:

   Earthing conductor ☐

   Main protective bonding conductor(s) to: Water ☐ Gas ☐ Oil ☐ Structural steel ☐ Other…….... ☐

PART 3: Circuit details

DB Reference No.: ……..... DB Location and type: ..……..

Circuit No.: …….. Circuit description: ……..……

Circuit overcurrent protective device: BS(EN) ……..…… Type ……..... Rating …… A

Conductor sizes: Live …….... mm^2 cpc …… mm^2

PART 4: Test results for the circuit altered or extended (where relevant and practicable)

Protective conductor continuity: $R_1 + R_2$ …….... Ω or R_2…….. Ω

Continuity of ring final circuit conductors: L/L ……..... Ω N/N …….. Ω cpc/cpc ……..….. Ω

Insulation resistance: Live - Live …… MΩ Live - Earth …… MΩ

Polarity satisfactory: ☐ Maximum measured earth fault loop impedance: Z_s …… Ω

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

Disconnection time ..…… ms

Satisfactory test button operation ☐

PART 5: Declaration

I certify that the work covered by this certificate does not impair the safety of the existing installation and the work has been designed, constructed, inspected and tested in accordance with BS 7671:2018 (IET Wiring Regulations) amended to …… (date) and that to the best of my knowledge and belief, at the time of my inspection, complied with BS 7671 except as detailed in Part 1 above.

Name:	
For and on behalf of:	
Address:	Signature: .....
.....	Position: .....
.....	Date: .....

CONDITION REPORT

Notes for the person producing the Report:

1 This Report should only be used for reporting on the condition of an existing electrical installation, and notfor the replacement of a consumer unit/distribution board. An installation which was designed to an earlier edition of the Regulations and which does not fully comply with the current edition is not necessarily unsafe for continued use, or requires upgrading. Only damage, deterioration, defects, dangerous conditions and non-compliance with the requirements of the Regulations, which may give rise to danger, should be recorded.

2 The Report, normally comprising at least five pages, should include schedules of both the inspection and the test results. Additional pages may be necessary for other than a simple installation and for the 'Guidance for recipients'. The number of each page should be indicated, together with the total number of pages involved.

3 The reason for producing this Report, such as change of occupancy or landlord's periodic maintenance, should be identified in Section B.

4 Those elements of the installation that are covered by the Report and those that are not should be identified in Section D (Extent and limitations). These aspects should have been agreed with the person ordering the report and other interested parties before the inspection and testing commenced. Any operational limitations, such as inability to gain access to parts of the installation or an item of equipment, should also be recorded in Section D.

5 The maximum prospective value of fault current (I_{pf}) recorded should be the greater of either the prospective value of short-circuit current or the prospective value of earth fault current.

6 Where an installation has an alternative source of supply a further schedule of supply characteristics and earthing arrangements based upon Section I of this Report should be provided.

7 A summary of the condition of the installation in terms of safety should be clearly stated in Section E. Observations, if any, should be categorised in Section K using the coding C1 to C3 as appropriate. Any observation given a code C1 or C2 classification should result in the overall condition of the installation being reported as unsatisfactory.

8 Wherever practicable, **items classified as 'Danger present' (C1) should be made safe on discovery**. Where this is not possible the owner or user should be given written notification as a matter of urgency.

9 Where an observation requires further investigation (FI) because the inspection has revealed an apparent deficiency which could not, owing to the extent or limitations of the inspection, be fully identified and further investigation may reveal a code C1 or C2 item, this should be recorded within Section K, given the code FI and marked as unsatisfactory in Section E.

10 If the space available for observations in Section K is insufficient, additional pages should be provided as necessary.

11 The date by which the next Electrical Installation Condition Report is recommended should be given in Section F. The interval between inspections should take into account the type and usage of the installation and its overall condition.

12 Any deficiencies with intake equipment should be reported to the person ordering the work.

CONDITION REPORT

GUIDANCE FOR RECIPIENTS

(to be appended to the Report)

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

1 The purpose of this Report is to confirm, so far as reasonably practicable, whether or not the electrical installation is in a satisfactory condition for continued service (see Section E). The Report should identify any damage, deterioration, defects and/or conditions which may give rise to danger (see Section K).

2 The person ordering the Report should have received the 'original' Report and the inspector should have retained a duplicate.

3 The 'original' Report should be retained in a safe place and be made available to any person inspecting or undertaking work on the electrical installation in the future. If the property is vacated, this Report will provide the new owner/occupier with details of the condition of the electrical installation at the time the Report was issued.

4 Where the installation incorporates a residual current device (RCD) there should be a notice at or near the device stating that it should be tested six-monthly. **For safety reasons it is important that this instruction is followed**.

5 Section D (Extent and Limitations) should identify fully the extent of the installation covered by this Report and any limitations on the inspection and testing. The inspector should have agreed these aspects with the person ordering the Report and with other interested parties (licensing authority, insurance company, mortgage provider and the like) before the inspection was carried out.

6 Some operational limitations such as inability to gain access to parts of the installation or an item of equipment may have been encountered during the inspection. The inspector should have noted these in Section D.

7 For items classified in Section K as C1 ('Danger present'), **the safety of those using the installation is at risk**, and it is recommended that a skilled person or persons competent in electrical installation work undertakes the necessary remedial work immediately.

8 For items classified in Section K as C2 ('Potentially dangerous'), **the safety of those using the installation may be at risk** and it is recommended that a skilled person or persons competent in electrical installation work undertakes the necessary remedial work as a matter of urgency.

9 Where it has been stated in Section K that an observation requires further investigation (code FI) the inspection has revealed an apparent deficiency which may result in a code C1 or C2, and could not, due to the extent or limitations of the inspection, be fully identified. Such observations should be investigated without delay. A further examination of the installation will be necessary, to determine the nature and extent of the apparent deficiency (see Section F).

10 For safety reasons, the electrical installation should be re-inspected at appropriate intervals by a skilled person or persons, competent in such work . The recommended date by which the next inspection is due is stated in Section F of the Report under ‘Recommendations’ and on a label at or near to the consumer unit/ distribution board.

CONDITION REPORT INSPECTION SCHEDULE

GUIDANCE FOR THE INSPECTOR

1 Section 1.0. Where inadequacies in the intake equipment are encountered the inspector should advise the person ordering the work to inform the appropriate authority.

2 Older installations designed prior to BS 7671:2018 may not have been provided with RCDs for additional protection. The absence of such protection should as a minimum be given a code C3 classification (item 5.12).

3 The schedule is not exhaustive.

4 Numbers in brackets are regulation references to specified requirements.

ELECTRICAL INSTALLATION CONDITION REPORT

SECTION A. DETAILS OF THE PERSON ORDERING THE REPORT

Name .....

Address .....

.....

SECTION B. REASON FOR PRODUCING THIS REPORT .....

.....

Date(s) on which inspection and testing was carried out .....

SECTION C. DETAILS OF THE INSTALLATION WHICH IS THE SUBJECT OF THIS REPORT

Occupier .....

Address .....

.....

Description of premises

Domestic ☐ Commercial ☐ Industrial ☐ Other (include brief description) ☐ .....

Estimated age of wiring system ……..years

Evidence of additions / alterations Yes ☐ No ☐ Not apparent ☐ If yes, estimate age …….years

Installation records available? (Regulation 651.1) Yes ☐ No ☐ Date of last inspection …… (date)

SECTION D. EXTENT AND LIMITATIONS OF INSPECTION AND TESTING

Extent of the electrical installation covered by this report

.....

.....

Agreed limitations including the reasons (see Regulation 653.2) .....

.....

Agreed with: .....

Operational limitations including the reasons (see page no.....) .....

.....

The inspection and testing detailed in this report and accompanying schedules have been carried out in accordance with BS 7671:2018 (IET Wiring Regulations) as amended to ……

It should be noted that cables concealed within trunking and conduits, under floors, in roof spaces, and generally within the fabric of the building or underground, have **not** been inspected unless specifically agreed between the client and inspector prior to the inspection. An inspection should be made within an accessible roof space housing other electrical equipment.

SECTION E. SUMMARY OF THE CONDITION OF THE INSTALLATION

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

.....

.....

Overall assessment of the installation in terms of its suitability for continued use

SATISFACTORY / UNSATISFACTORY* (Delete as appropriate)

*An unsatisfactory assessment indicates that dangerous (code C1) and/or potentially dangerous (code C2) conditions have been identified.

SECTION F. RECOMMENDATIONS

Where the overall assessment of the suitability of the installation for continued use above is stated as UNSATISFACTORY, I / we recommend that any observations classified as *'Danger present'* (code C1) or *'Potentially dangerous'* (code C2) are acted upon as a matter of urgency.

Investigation without delay is recommended for observations identified as *'Further investigation required' (code FI).*

Observations classified as *'Improvement recommended'* (code C3) should be given due consideration.

Subject to the necessary remedial action being taken, I / we recommend that the installation is further inspected and tested by ……..(date)

SECTION G. DECLARATION

I/We, being the person(s) responsible for the inspection and testing of the electrical installation (as indicated by my/our signatures below), particulars of which are described above, having exercised reasonable skill and care when carrying out the inspection and testing, hereby declare that the information in this report, including the observations and the attached schedules, provides an accurate assessment of the condition of the electrical installation taking into account the stated extent and limitations in section D of this report.

Inspected and tested by:	**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 ☐ TN-S ☐ TN-C-S ☐ TT ☐ IT ☐	AC ☐ 1-phase, 2-wire ☐ 2-phase, 3-wire ☐ 3-phase, 3-wire ☐ 3-phase, 4-wire ☐	DC ☐ 2-wire ☐ 3-wire ☐ Other ☐	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 *(Note: (1) by enquiry (2) by enquiry or by measurement)*	BS (EN) ..... Type ..... Rated current .....A
	Confirmation of supply polarity ☐			

Other sources of supply (as detailed on attached schedule) ☐

SECTION J. PARTICULARS OF INSTALLATION REFERRED TO IN THE REPORT

Means of Earthing	Details of Installation Earth Electrode *(where applicable)*
Distributor's facility ☐ Installation earth electrode ☐	Type ..... Location ..... Resistance to Earth ..... Ω

Main Protective Conductors

Earthing conductor	Material ..... csa .....mm²		Connection / continuity verified ☐
Main protective bonding conductors (to extraneous-conductive-parts)	Material ..... csa .....mm²		Connection / continuity verified ☐
To water installation pipes ☐	To gas installation pipes ☐	To oil installation pipes ☐	To structural steel ☐
To lightning protection ☐	To other ☐ Specify		

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

Location .... BS(EN) ..... No of poles	Current rating ..... A Fuse / device rating or setting ..... A Voltage rating V	**If RCD main switch** Rated residual operating current ($I_{\Delta n}$) .....mA Rated time delay .....ms Measured operating time .....ms

SECTION K. OBSERVATIONS

Referring to the attached schedules of inspection and test results, and subject to the limitations specified at the *Extent and limitations of inspection and testing* section

No remedial action is required ☐ The following observations are made ☐ (see below):

OBSERVATION(S) **Include schedule reference, as appropriate**	CLASSIFICATION CODE
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
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.....	.....

One of the following codes, as appropriate, has been allocated to each of the observations made above to indicate to the person(s) responsible for the installation the degree of urgency for remedial action.

C1 – Danger present. Risk of injury. Immediate remedial action required

C2 – Potentially dangerous - urgent remedial action required

C3 – Improvement recommended

FI – Further investigation required without delay

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

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

OUTCOMES	*Acceptable condition*	✓	*Unacceptable condition*	State **C1** or **C2**	*Improvement recommended*	State **C3**	*Further investigation*	**FI**	*Not verified*	**N/V**	*Limitation*	**LIM**	*Not applicable*	**N/A**

ITEM NO	**DESCRIPTION**	**OUTCOME** *(Use codes above. Provide additional comment where appropriate. C1, C2, C3 and FI coded items to be recorded in Section K of the Condition Report)*
1.0	**EXTERNAL CONDITION OF INTAKE EQUIPMENT (VISUAL INSPECTION ONLY)**	
1.1	Service cable	
1.2	Service head	
1.3	Earthing arrangement	
1.4	Meter tails	
1.5	Metering equipment	
1.6	Isolator (where present)	
2.0	**PRESENCE OF ADEQUATE ARRANGEMENTS FOR OTHER SOURCES SUCH AS MICROGENERATORS (551.6; 551.7)**	
3.0	**EARTHING / BONDING ARRANGEMENTS (411.3; Chap 54)**	
3.1	Presence and condition of distributor's earthing arrangement (542.1.2.1; 542.1.2.2)	
3.2	Presence and condition of earth electrode connection where applicable (542.1.2.3)	
3.3	Provision of earthing/bonding labels at all appropriate locations (514.13.1)	
3.4	Confirmation of earthing conductor size (542.3; 543.1.1)	
3.5	Accessibility and condition of earthing conductor at MET (543.3.2)	
3.6	Confirmation of main protective bonding conductor sizes (544.1)	
3.7	Condition and accessibility of main protective bonding conductor connections (543.3.2; 544.1.2)	
3.8	Accessibility and condition of other protective bonding connections (543.3.1; 543.3.2)	
4.0	**CONSUMER UNIT(S) / DISTRIBUTION BOARD(S)**	
4.1	Adequacy of working space/accessibility to consumer unit/distribution board (132.12; 513.1)	
4.2	Security of fixing (134.1.1)	
4.3	Condition of enclosure(s) in terms of IP rating etc (416.2)	
4.4	Condition of enclosure(s) in terms of fire rating etc (421.1.201; 526.5)	
4.5	Enclosure not damaged/deteriorated so as to impair safety (651.2)	
4.6	Presence of main linked switch (as required by 462.1.201)	
4.7	Operation of main switch (functional check) (643.10)	
4.8	Manual operation of circuit-breakers and RCDs to prove disconnection (643.10)	
4.9	Correct identification of circuit details and protective devices (514.8.1; 514.9.1)	
4.10	Presence of RCD six-monthly test notice at or near consumer unit/distribution board (514.12.2)	
4.11	Presence of non-standard (mixed) cable colour warning notice at or near consumer unit/distribution board (514.14)	
4.12	Presence of alternative supply warning notice at or near consumer unit/distribution board (514.15)	
4.13	Presence of other required labelling (please specify) (Section 514)	
4.14	Compatibility of protective devices, bases and other components; correct type and rating (No signs of unacceptable thermal damage, arcing or overheating) (411.3.2; 411.4; 411.5; 411.6; Sections 432, 433)	
4.15	Single-pole switching or protective devices in line conductor only (132.14.1; 530.3.3)	
4.16	Protection against mechanical damage where cables enter consumer unit/distribution board (132.14.1; 522.8.1; 522.8.5; 522.8.11)	
4.17	Protection against electromagnetic effects where cables enter consumer unit/distribution board/ enclosures (521.5.1)	
4.18	RCD(s) provided for fault protection - includes RCBOs (411.4.204; 411.5.2; 531.2)	
4.19	RCD(s) provided for additional protection/requirements - includes RCBOs (411.3.3; 415.1)	
4.20	Confirmation of indication that SPD is functional (651.4)	
4.21	Confirmation that ALL conductor connections, including connections to busbars, are correctly located in terminals and are tight and secure (526.1)	
4.22	Adequate arrangements where a generating set operates as a switched alternative to the public supply (551.6)	
4.23	Adequate arrangements where a generating set operates in parallel with the public supply (551.7)	

OUTCOMES	*Acceptable condition*	✓	*Unacceptable condition*	State **C1** or **C2**	*Improvement recommended*	State **C3**	*Further investigation*	**FI**	*Not verified*	**N/V**	*Limitation*	**LIM**	*Not applicable*	**N/A**

ITEM NO	DESCRIPTION	OUTCOME *(Use codes above. Provide additional comment where appropriate. C1, C2, C3 and FI coded items to be recorded in Section K of the Condition Report)*
5.0	**FINAL CIRCUITS**	
5.1	Identification of conductors (514.3.1)	
5.2	Cables correctly supported throughout their run (521.10.202; 522.8.5)	
5.3	Condition of insulation of live parts (416.1)	
5.4	Non-sheathed cables protected by enclosure in conduit, ducting or trunking (521.10.1)	
	• To include the integrity of conduit and trunking systems (metallic and plastic)	
5.5	Adequacy of cables for current-carrying capacity with regard for the type and nature of installation (Section 523)	
5.6	Coordination between conductors and overload protective devices (433.1; 533.2.1)	
5.7	Adequacy of protective devices: type and rated current for fault protection (411.3)	
5.8	Presence and adequacy of circuit protective conductors (411.3.1; Section 543)	
5.9	Wiring system(s) appropriate for the type and nature of the installation and external influences (Section 522)	
5.10	Concealed cables installed in prescribed zones (see Section D. *Extent and limitations*) (522.6.202)	
5.11	Cables concealed under floors, above ceilings or in walls/partitions, adequately protected against damage (see Section D. *Extent and limitations*) (522.6.204)	
5.12	Provision of additional requirements for protection by RCD not exceeding 30 mA:	
	• for all socket-outlets of rating 32 A or less, unless an exception is permitted (411.3.3)	
	• for the supply of mobile equipment not exceeding 32 A rating for use outdoors (411.3.3)	
	• for cables concealed in walls at a depth of less than 50 mm (522.6.202; 522.6.203)	
	• for cables concealed in walls/partitions containing metal parts regardless of depth (522.6.203)	
	• Final circuits supplying luminaires within domestic (household) premises (411.3.4)	
5.13	Provision of fire barriers, sealing arrangements and protection against thermal effects (Section 527)	
5.14	Band II cables segregated/separated from Band I cables (528.1)	
5.15	Cables segregated/separated from communications cabling (528.2)	
5.16	Cables segregated/separated from non-electrical services (528.3)	
5.17	Termination of cables at enclosures - indicate extent of sampling in Section D of the report (Section 526)	
	• Connections soundly made and under no undue strain (526.6)	
	• No basic insulation of a conductor visible outside enclosure (526.8)	
	• Connections of live conductors adequately enclosed (526.5)	
	• Adequately connected at point of entry to enclosure (glands, bushes etc.) (522.8.5)	
5.18	Condition of accessories including socket-outlets, switches and joint boxes (651.2(v))	
5.19	Suitability of accessories for external influences (512.2)	
5.20	Adequacy of working space/accessibility to equipment (132.12; 513.1)	
5.21	Single-pole switching or protective devices in line conductors only (132.14.1, 530.3.3)	

6.0	**LOCATION(S) CONTAINING A BATH OR SHOWER**	
6.1	Additional protection for all low voltage (LV) circuits by RCD not exceeding 30 mA (701.411.3.3)	
6.2	Where used as a protective measure, requirements for SELV or PELV met (701.414.4.5)	
6.3	Shaver sockets comply with BS EN 61558-2-5 formerly BS 3535 (701.512.3)	
6.4	Presence of supplementary bonding conductors, unless not required by BS 7671:2018 (701.415.2)	
6.5	Low voltage (e.g. 230 volt) socket-outlets sited at least 3 m from zone 1 (701.512.3)	
6.6	Suitability of equipment for external influences for installed location in terms of IP rating (701.512.2)	
6.7	Suitability of accessories and controlgear etc. for a particular zone (701.512.3)	
6.8	Suitability of current-using equipment for particular position within the location (701.55)	

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

Inspected by:

Name (Capitals) ..... **Signature** ..... **Date** .....

GENERIC SCHEDULE OF TEST RESULTS

DB reference no .....
Location .....
Z_s at DB (Ω) .....
I_{pf} at DB (kA) .....
Correct supply polarity confirmed ☐
Phase sequence confirmed (where appropriate) ☐

Details of circuits and/or installed equipment vulnerable to damage when testing .....
.....
.....
.....
.....

Details of test instruments used (state serial and/or asset numbers)
Continuity .....
Insulation resistance .....
Earth fault loop impedance .....
RCD .....
Earth electrode resistance .....

Tested by:
Name (Capitals) .....
Signature ..... **Date** .....

Circuit details											Test results														
		Protective device						Conductor details			Ring final circuit continuity (Ω)			Continuity (Ω) ($R_1 + R_2$) or R_2		Insulation Resistance Test Voltage	Insulation Resistance (MΩ)		Polarity	Z_s (Ω)	RCD		AFDD	Remarks (continue on a separate sheet if necessary)
Circuit number 1	Circuit Description 2	BS (EN) 3	type 4	rating (A) 5	breaking capacity (kA) 6	RCD $I_{\Delta n}$ (mA) 7	Maximum permitted Z_s (Ω*) 8	Reference Method 9	Live (mm^2) 10	cpc (mm^2) 11	r_1 (line) 12	r_n (neutral) 13	r_2 (cpc) 14	($R_1 + R_2$) 15	R_2 16	V 17	Live - Live 18	Live - Earth 19	20	Maximum measured 21	Disconnection time (ms) 22	RCD test button operation 23	Manual AFDD test button operation 24	25

* Where the maximum permitted earth fault loop impedance value stated in column 8 is taken from a source other than the tabulated values given in Chapter 41 of this Standard, state the source of the data in the appropriate cell for the circuit in the 'Remarks' column (column 25) of the schedule.

GENERIC SCHEDULE OF TEST RESULTS

NOTES

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

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