### A. DETAILS OF THE CLIENT

**Client:**

**Address:**

---

### B. PURPOSE OF THE REPORT

The Report must be used only for reporting on the condition of an existing installation.

**Purpose for which this report is required:**

---

### C. DETAILS OF THE INSTALLATION

**Installation Address:**

**Description of premises:**
- Domestic
- Commercial
- Industrial
- Other:

**Estimated age of electrical installation:**

- years

**Evidence of alteration or additions:**

- if yes, estimated age: years

**Date of previous inspection:**

**Records of installation available:**
- Electrical Installation Certificate No or previous Periodic Inspection Report No:

**Records held by:**

---

### D. EXTENT OF THE INSTALLATION AND LIMITATIONS OF THE INSPECTION AND TESTING

**Extent of the electrical installation covered by this report:**

**Agreed limitations, if any, on the inspection and testing:**

This inspection has been carried out in accordance with BS 7671: 2008 (IEE Wiring Regulations), as amended. Cables concealed within trunking and conduits, or cables and conduits concealed under floors, in inaccessible roof spaces and generally within the fabric of the building or underground, have not been visually inspected.

---

### E. 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 (see C), having exercised reasonable skill and care when carrying out the inspection and testing, hereby declare that the information in this report, including the observations (see F) and the attached schedules (see H), provides an accurate assessment of the condition of the electrical installation taking into account the stated extent of the installation and the limitations of the inspection and testing (see D).

I/We further declare that in my/our judgement, the said installation was overall in condition (see G) at the time the inspection was carried out, and that it should be further inspected as recommended (see I).

**INSPECTION, TESTING AND ASSESSMENT BY:**

**Name:**

**Position:**

**Signature:**

**Date:**

---

This form is based on the model shown in Appendix 6 of BS 7671:2008
F. OBSERVATIONS AND RECOMMENDATIONS FOR ACTIONS TO BE TAKEN

Referring to the attached schedules of inspection and test results, and subject to the limitations D:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Description</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

There are no items adversely affecting electrical safety

or

The following observations and recommendations are made

One of the following numbers, as appropriate, is to be allocated to each of the observations made above to indicate to the person(s) responsible for the installation the action recommended.

1. 'requires urgent attention' or
2. 'requires improvement' or
3. requires further investigation' or
4. 'does not comply with BS 7671:2008 (as amended)'

This does not imply that the electrical installation inspected is unsafe

Urgent remedial work recommended for Items:

Corrective action(s) recommended for Items:

G. SUMMARY OF THE INSPECTION AND SERVICING

General condition of the installation:

Date(s) of the inspection: Overall assessment of the installation:
H. SCHEDULES AND ADDITIONAL PAGES
Schedule of Items Inspected and Schedules of Items Tested: Page No 4
Schedule of Circuit Details for the Installation: Page No(s)
Schedule of Test Results for the Installation: Page No(s)
Additional pages, including additional source(s) date sheets: Page No(s)
The pages identified here form an essential part of this report. The report is valid only if accompanied by all the schedules and additional pages identified above.

I. NEXT INSPECTION
I/We recommend that this inspection is further inspected and tested after an interval of not more than:

(Enter interval in terms of years, months or weeks, as appropriate)

provided that any items at F which have been attributed a Recommendation Code 1 (requires urgent attention) and Code 2 (requires improvement) are remedied without delay and as soon as possible respectively. Items which have been attributed a Recommendation Code 3 should be actioned as soon as practicable (see F).

J. DETAILS OF THE ELECTRICAL CONTRACTOR
Trading Title:  
Address:  
Registration Number:  
Telephone Number:  
Postcode:

K. SUPPLY CHARACTERISTICS AND EARTHING ARRANGEMENTS

<table>
<thead>
<tr>
<th>System Type(s)</th>
<th>Number and Type of Live Conductors</th>
<th>Nature of Supply Parameters</th>
<th>Characteristics of Primary Supply Overcurrent Protective Device(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>TN-C-S</td>
<td>2-phase (3 wire): 3-phase (3 wire): 3-phase (4 wire): Other:</td>
<td>Nominal frequency, f: Hz</td>
<td>Type:</td>
</tr>
<tr>
<td>TNC</td>
<td></td>
<td>Prospective fault current, kA pf:</td>
<td></td>
</tr>
<tr>
<td>TT</td>
<td></td>
<td>External earth fault loop impedance, Z: </td>
<td></td>
</tr>
<tr>
<td>IT</td>
<td></td>
<td>Number of supplies:</td>
<td></td>
</tr>
</tbody>
</table>

L. PARTICULARS OF INSTALLATION AT THE ORIGIN

<table>
<thead>
<tr>
<th>Means of Earthing</th>
<th>Details of Installation Earth Electrode (where applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Distributor’s facility:</td>
<td>Type:</td>
</tr>
<tr>
<td>Installation earth electrode:</td>
<td>Electrode resistance, RA:</td>
</tr>
<tr>
<td>Maximum Demand (Load):</td>
<td>Protective measure(s) against electric shock:</td>
</tr>
</tbody>
</table>

| Type | Voltage rating: | Conductor csa: | mm² | Continuity check: |
| BS(EN): | | Conductors | |
| Number of poles: | Rated current, ln: | mm² | Continuity check: |
| Supply conductors material: | RCD operating current: | Conductors | |
| Supply conductors csa: | RCD operating time: | mm² | |

- Earthing conductor
- Main protective bonding conductors
- Bonding of extraneous-conductive parts
- Water service: Oil service: Gas service: Lightning protection: Other services:

This form is based on the model shown in Appendix 6 of BS 7671:2008
**SCHEDULE OF ITEMS INSPECTED**

Methods of protection against electric shock

**Basic and fault protection:**

(i) SELV  (ii) PELV

**Double or reinforced insulation:**

(iii) Double or Reinforced Insulation

**Basic protection:**

(i) Insulation of live parts  (ii) Barriers or enclosures  (iii) Obstacles **  (iv) Placing out of reach **

**Fault protection:**

(i) Automatic disconnection of supply

- Presence of earthing conductor
- Presence of circuit protective conductors
- Presence of main protective bonding conductors
- Presence of earthing arrangements for combined protective and functional purposes
- Presence of adequate arrangements for alternative source(s), where applicable
- FELV
- Choice and setting of protective and monitoring devices (for fault protection and/or overcurrent protection)

(ii) Non-conducting location **

- Absence of protective conductors

(iii) Earth-free local equipotential bonding **

- Presence of earth-free local equipotential bonding

(iv) Electrical Separation

- Provided for one item of current-using equipment
- Provided for more than one item of current-using equipment **

**Additional protection:**

- Presence of residual current device(s)
- Presence of supplementary bonding conductors

**For use in controlled supervised/conditions only**

**PREVENTION OF MUTUAL DETRIMENTAL INFLUENCE**

(a) Proximity of non-electrical services and other influences
(b) Segregation of Band I and Band II circuits or use of Band II insulation
(c) Segregation of safety circuits

**IDENTIFICATION**

- Presence of diagrams, instructions, circuit charts and similar information
- Presence of danger notices and other warning notices
- Labelling of protective devices, switches and terminals
- Identification of conductors

**CABLES AND CONDUCTORS**

- Selection of conductors for current carrying capacity and voltage drop
- Erection methods
- Routing of cables in prescribed zones or within mechanical protection
- Cables incorporating earthed armour or sheath, or run within an earthed wiring system, or otherwise adequately protected against nails, screws and the like
- Additional protection provided by 30mA RCD for cables in concealed walls (where required in premises not under the supervision of skilled or instructed persons)
- Connection of conductors
- Presence of fire barriers, suitable seals and protection against thermal effects

**GENERAL**

- Presence and correct location of appropriate devices for isolation and switching
- Adequacy of access to switchgear and other equipment
- Particular protective measures for special installations and locations
- Connection of single-pole devices for protection or switching in line conductors only
- Correct connection of accessories and equipment
- Presence of undervoltage protective devices
- Selection of equipment and protective measures appropriate to external influences
- Selection of appropriate functional switching devices

**SCHEDULE OF ITEMS TESTED**

- Protection against direct contact by barrier or enclosure provided during erection
- Insulation of non-conducting floors or walls
- Polarity
- Earth fault loop impedance
- Verification of phase sequence
- Operation of residual current device(s)
- Functional testing of assemblies
- Verification of voltage drop

All boxes must be completed. 'tick' indicates that an inspection or test was carried out and that the result was satisfactory. 'X' indicates than an inspection or test was carried out and the result is not satisfactory. 'N/A' indicates that an inspection or test was not applicable to the particular installation. 'LIM' indicates that, exceptionally, a limitation agreed with the person ordering the work prevented the inspection or test being carried out.
### Circuits Details

<table>
<thead>
<tr>
<th>Circuit number and phase</th>
<th>Circuit designation</th>
<th>Type of wiring</th>
<th>Reference Method</th>
<th>Number of points served</th>
<th>Live mm²</th>
<th>CPC mm²</th>
<th>Circuit Conductors: csa</th>
<th>BS(EN)</th>
<th>Overcurrent protective devices</th>
<th>RCD</th>
<th>RCD ln: mA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

### Codes for Type of Wiring

- **A**: PVC/PVC cables
- **B**: PVC cables in metallic conduit
- **C**: PVC cables in non-metallic conduit
- **D**: PVC cables in metallic trunking
- **E**: PVC cables in non-metallic trunking
- **F**: PVC/SWA cables
- **G**: XLPE/SWA cables
- **H**: Mineral-insulated cables
- **O**: Other

This form is based on the model shown in Appendix 6 of BS 7671:2008
### TEST RESULTS

<table>
<thead>
<tr>
<th>Circuit number and phase</th>
<th>Circuit impedances ohms</th>
<th>Insulation resistance (record lower or lowest value)</th>
<th>Maximum measured earth fault loop impedance $Z_s$ $\Omega$</th>
<th>RCD Operating times At $I_n$ ms</th>
<th>At $5I_n$ ms</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Ring final circuits only (measured end to end)</td>
<td>All circuits (one column to be completed) Line/Line $\Omega$</td>
<td>Line/Neutral $\Omega$</td>
<td>Line/Earth $\Omega$</td>
<td>Neutral/Earth $\Omega$</td>
</tr>
<tr>
<td>1</td>
<td>$r_1$ (Line) $r_n$ (Neutral) $r_{2}$ (cpc) $R_1+R_2$ $R_2$</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Characteristics at This D.B.**

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

<table>
<thead>
<tr>
<th>Confirmation of supply polarity</th>
<th>Operating times of associated RCD (if any)</th>
<th>$I_n$: ms</th>
<th>$5I_n$: ms</th>
</tr>
</thead>
<tbody>
<tr>
<td>Z$_s$: $\Omega$</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I$_{pf}$: kA</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Test Results**

**Details of Test Instruments**

Test Instruments (serial numbers) used:

- Earth fault loop impedance:
- Insulation resistance:
- Continuity:
- RCD:
- Other:
- Other:

**Tested By**

Name (CAPITALS): 
Signature: 
Position: 
Date of testing: 
Reference: 
Page: 6 of 6

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This form is based on the model shown in Appendix 6 of BS 7671:2008