

DOMESTIC ELECTRICAL INSTALLATION PERIODIC INSPECTION REPORT (FOR A SINGLE DWELLING)

Issued in accordance with *British Standard 7671 – Requirements for Electrical Installations*

Original (To the person ordering the work)

A DETAILS OF THE CLIENT

Client/
Address:

B ADDRESS AND DETAILS OF THE INSTALLATION

Address:

Estimated age of the electrical installation: years

Evidence of alterations or additions: If yes, estimated age: years

Date of previous inspection: Electrical Installation Certificate number or previous Periodic Inspection Report number:

Records of installation available: Records held by:

C PURPOSE OF THE REPORT † (see note below)

Purpose for which this report is required:

D EXTENT OF THE INSTALLATION AND LIMITATIONS OF THE INSPECTION AND TESTING ‡ (see note below)

Extent of the electrical installation covered by this report:

Agreed limitations (including the reasons), if any, on the inspection and testing:

E PARTICULARS OF THE CONTRACTOR

Trading Title:

Address:

Postcode

F 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 B), 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 G) and the attached schedules (see K and L), 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 H) at the time the inspection was carried out, and that it should be further inspected as recommended (see I).

❖ (Insert 'a satisfactory' or 'an unsatisfactory', as appropriate)

INSPECTION, TESTING AND ASSESSMENT BY:

Signature:

Name: (CAPITALS)

Position:

Date:

† This Domestic Periodic Inspection Report must be used only for reporting on the condition of an existing installation.

‡ The inspection and testing have been carried out in accordance with BS 7671, 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.

Please see the 'Notes for Recipients' on the reverse of this page.

NOTES FOR RECIPIENT

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

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

The report has been issued in accordance with the national standard for the safety of electrical installations, British Standard 7671 (as amended) – Requirements for Electrical Installations.

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

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

Where the installation incorporates a residual current device (RCD), there should be a notice at or near the main switchboard or consumer unit stating that the device should be tested at quarterly intervals. For safety reasons, it is important that you carry out the test regularly.

Also for safety reasons, the electrical installation will need to be re-inspected at appropriate intervals by a competent person. The recommended maximum time interval to the next inspection is stated on page 2 in Section I (Next Inspection). There should be a notice at or near the main switchboard or consumer unit indicating when the next inspection of the installation is due.

The report consists of at least four numbered pages. Additional numbered pages may have been provided to permit further relevant information concerning the installation to be recorded. The report is invalid if any of the identified pages are missing.

This report is intended to be issued only for the purpose of reporting on the condition of an existing electrical installation. The report should identify, so far as is reasonably practicable and having regard to the extent and limitations recorded in Section D, any damage, deterioration, defects, dangerous conditions and any non-compliances with the requirements of the national standard for the safety of electrical installations which may give rise to danger. It should be noted that the greater the limitations applying to the report, the less its value.

This report should not have been issued to certify that a new electrical installation complies with the requirements of the national safety standard. A 'Domestic Electrical Installation Certificate' or 'Electrical Installation Certificate' should be issued for the certification of a new installation.

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

Section D addresses the extent and limitations of the report by providing boxes for the *Extent of the electrical installation covered by this report* and the *Agreed limitations, if any, on the inspection and testing*. Information given here should fully identify the scope of the inspection and testing and of the report. The Contractor should have agreed all such aspects with the person ordering the work and other interested parties (e.g. insurance company, landlord, mortgagee etc) before the inspection was carried out.

A declaration of the overall condition of the installation should have been given by the inspector in Section F of the report. The declaration must reflect that given in Section H, which summarises the observations and recommendations made in Section G. A list of observations and recommendations for urgent remedial work and corrective action(s) necessary to maintain the installation in a safe working order should have been given in Section G, where appropriate. Please see the reverse of page 2.

All unshaded boxes should have been completed either by insertion of the relevant details or by entering 'N/A', meaning 'Not Applicable', where appropriate.

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G OBSERVATIONS AND RECOMMENDATIONS FOR ACTIONS TO BE TAKEN

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

There are no items adversely affecting electrical safety.

or

The following observations and recommendations are made.

Item No

Code †

1

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Note: If necessary, continue on additional pages(s), which must be identified by the Domestic Periodic Inspection Report serial number and page number(s).

† Where observations are made, the inspector will have entered one of the following codes against each observation to indicate the action (if any) recommended:-

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

Please see the reverse of this page for guidance regarding the recommendations.

Urgent remedial work recommended for Items:

Corrective action(s) recommended for Items:

H SUMMARY OF THE INSPECTION

General condition of the installation:

Note: If necessary, continue on additional page(s), which must be identified by the Domestic Periodic Inspection Report serial number and page number(s).

Date(s) of the inspection:

Overall assessment of the installation:

(Entry should read either 'Satisfactory' or 'Unsatisfactory')

I NEXT INSPECTION

I/We recommend that this installation is further inspected and tested after an interval of not more than:

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

provided that any items at G 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 G).

Please see the 'Notes for Recipients' on the reverse of this page.

GUIDANCE FOR RECIPIENTS ON THE RECOMMENDATION CODES

Only one Recommendation Code should have been given for each recorded observation.

Recommendation Code 1

Where an observation has been given a Recommendation Code 1 (requires urgent attention) a danger exists, and urgent remedial action is necessary as the safety of those using the installation may be at risk.

The person responsible for the maintenance of the installation is advised to take action without delay to remedy the observed deficiency in the installation, or to take other appropriate action (such as switching off and isolating the affected part(s) of the installation) to remove the potential danger.

NICEIC make available 'dangerous condition' notification forms to enable inspectors to record, and then to communicate to the person ordering the report, any dangerous condition discovered.

Recommendation Code 2

Recommendation Code 2 (requires improvement) indicates that, whilst the safety of those using the installation may not be at immediate risk, remedial action should be taken as soon as possible to remove potential danger, and improve the safety of the installation to the level provided by the national standard for the safety of electrical installations, BS 7671. The Contractor issuing this report will be able to provide further advice.

Items which have been given a Recommendation Code 2 should be remedied as soon as possible (see Section G).

Recommendation Code 3

Where an observation has been given a Recommendation Code 3 (requires further investigation), the inspection has revealed an apparent deficiency which could not, due to the extent or limitations of this inspection, be fully identified. Items which have been given a Recommendation Code 3 should be investigated as soon as possible (see Section G).

The person responsible for the maintenance of the installation is advised to arrange for the Contractor issuing this report (or other competent person) to undertake further examination of the installation to determine the nature and extent of the apparent deficiency.

Recommendation Code 4

Recommendation Code 4 [does not comply with BS 7671(as amended)] will have been given to observed non-compliance(s) with the **current** safety standard which do not warrant one of the other Recommendation Codes. It is not intended to imply that the electrical installation inspected is unsafe, but careful consideration should be given to the benefits of improving these aspects of the installation. The Contractor issuing this report will be able to provide further advice.

It is important to note that the recommendation given at Section I *Next Inspection* of this report for the maximum interval until the next inspection is conditional upon all items which have been given a Recommendation Code 1 and Code 2 being remedied without delay and as soon as possible respectively (see Section G).

It would not be reasonable to indicate a 'satisfactory' assessment if any observation in the report had been given a Code 1 or Code 2 recommendation (see Section H).

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