# BS 7671:2018+A2:2022

MODEL FORMS FOR CERTIFICATION AND REPORTING

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## Forms included in this file

1. Electrical Installation Certificate (EIC)
2. Schedule of Circuit Details
3. Schedule of Test Results

28th March 2022

### ELECTRICAL INSTALLATION CERTIFICATE

(REQUIREMENTS FOR ELECTRICAL INSTALLATIONS - BS 7671)

#### Certificate No.: .........................

##### 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

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

Alteration to an existing installation

##### 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, 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 CAPITALS): Designer No 1

Signature: ............................................... Date: ..................... Name (IN BLOCK CAPITALS): 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 or signatories is limited to the work described above as the subject of this Certificate. For CONSTRUCTION of the installation: .....................................................................

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

##### FOR INSPECTION AND 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 or signatories 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 CAPITALS): 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.

Certificate No.: .........................

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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 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 *(1)* V  0  Nominal frequency, f*(1)* Hz  Prospective fault current, I *(2)* kA  pf  External earth fault  loop impedance, Z *(2)* Ω  e  *(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) | | | | | | | | | | | | | | |
| **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 ............................................................................................................................... | | | | | | | | | | |
| **Main Protective Conductors** | | | | | | | | | | | | | | |
| Earthing conductor Material ............................................. csa mm2 | | | | | | | | | | | | Connection / continuity verified | | |
| Main protective Material ............................................. csa mm2  bonding conductors | | | | | | | | | | | | 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**  RCD Type ....................................................  Rated residual operating current (IΔn) mA  Rated time delay ms  Measured operating time ms | | | |
| **Schedule of Inspections** | | | | | | | | | | | | | | |
| Item No. | Description | | | | | | Outcome   * / N/A | | Item No. | Description | | | | Outcome   * / N/A |
| 1.0 | Condition of consumer’s intake equipment (Visual inspection only) | | | | | |  | | 8.0 | Circuits (Distribution and Final) | | | |  |
| 9.0 | Isolation and switching | | | |  |
| 2.0 | Parallel or switched alternative sources of supply | | | | | |  | | 10.0 | Current-using equipment (permanently connected) | | | |  |
| 3.0 | Protective measure:  Automatic Disconnection of Supply (ADS) | | | | | |  | |
| 11.0 | Identification and notices | | | |  |
| 4.0 | Basic protection | | | | | |  | | 12.0 | Location(s) containing a bath or shower | | | |  |
| 5.0 | Protective measures other than ADS | | | | | |  | | 13.0 | Other special installations or locations | | | |  |
| 6.0 | Additional protection | | | | | |  | | 14.0 | Prosumer’s low voltage electrical installation(s) | | | |  |
| 7.0 | Distribution equipment | | | | | |  | |
| **COMMENTS ON EXISTING INSTALLATION** (in the case of an addition or alteration see Regulation 644.1.2): | | | | | | | | | | | | | | |
| ................................................................................................................................................................................................................................................  ................................................................................................................................................................................................................................................  ................................................................................................................................................................................................................................................  ................................................................................................................................................................................................................................................  ................................................................................................................................................................................................................................................  ................................................................................................................................................................................................................................................ | | | | | | | | | | | | | | |
| **SCHEDULES**  This Certificate is valid only when Schedules of Circuit Details and Test Results are attached. (Enter quantities of schedules attached). | | | | | | | | | | | | | | |

### GENERIC SCHEDULE OF CIRCUIT DETAILS

#### Certificate/Report No.: .........................

**Distribution board details**

DB reference: Location: Supplied from:

Distribution circuit OCPD: BS (EN): Type: Rating/Setting: A SPD Details: Type(s)\*: T1 T2 T3† N/A

**CIRCUIT DETAILS**

Conductor details

Number & size

Number of points served

Overcurrent protective device

RCD

Circuit description

Circuit number

Type of wiring

Reference method‡

Live (mm2)

cpc (mm2)

BS (EN)

Type

Rating (A)

Breaking capacity (kA)

Maximum permitted Zs (Ω)§

BS (EN)

Type

IΔn (mA)

Rating (A)

1 2 3 4 5 6 7 8

9 10

11 12 13

14 15 16

A

B

C

**CODES FOR TYPES OF WIRING**

D E F

G

H

Thermoplastic insulated/ Thermoplastic cables in Thermoplastic cables in Thermoplastic cables in Thermoplastic cables in sheathed cables metallic conduit non-metallic conduit metallic trunking non-metallic trunking

Thermoplastic SWA cables

Thermosetting SWA cables

O

Other - please state

Mineral insulated cables

\* SPD Type. Where a combined T1 + T2 or T2 + T3 device is installed, indicate by ticking both Type boxes.

† Where a T3 SPD is installed to protect sensitive equipment, enter details in ‘Remarks’, column 31, of the Schedule of Test Results. (See Section 534 of BS 7671:2018+A2:2022.)

‡ See Table 4A2 of Appendix 4 of BS 7671:2018+A2:2022.

§ Where the maximum permitted earth fault loop impedance value stated in column 12 is taken from a source other than the tabulated values given in Chapter 41 of BS 7671:2018+A2:2022, state the source of the data in the appropriate cell for the circuit in the ‘Remarks’, column 31, of the Schedule of Test Results.

### GENERIC SCHEDULE OF TEST RESULTS

#### Certificate/Report No.: .........................

**Distribution board details**

DB reference:

Zdb

Ω Ipf

**Details of test instruments used (serial and/or asset numbers)**

kA Multifunction: Continuity:

Confirmed: Correct polarity Phase sequence SPD: Operational status confirmed¶ N/A

**TEST RESULT DETAILS**

Insulation resistance:

Earth fault loop impedance: RCD:

Earth electrode resistance:

Manual test button operation

Continuity (Ω) Ring final circuit

r2 (cpc)

(R1 + R2)

(R1 + R2) or R2

Test voltage (V)

Live - Live (MΩ)

Live - Earth (MΩ)

Polarity#

Maximum measured

Test button operation

Insulation resistance

Zs (Ω)

RCD

AFDD

**Remarks**

Include details of circuits and/or installed equipment vulnerable to damage when testing

(continue on a separate sheet if necessary)

R2

17 18

Circuit number

r1 (line) (Ω)

rn (neutral)

19 20

21 22 23

24 25 26 27

28 29 30 31

Disconnection time (ms)\*\*

Tested by name (Capitals):

Signature:

Date:

¶ Not all SPDs have visible functionality indication.

# An ‘X’, denoting incorrect polarity, cannot be entered on to this schedule when issued with an Electrical Installation Certificate.

\*\* RCD effectiveness is verified using an alternating current test at rated residual operating current (IΔn).

# ELECTRICAL INSTALLATION CERTIFICATE

## Notes for the person producing the Certificate:

1. The Electrical Installation Certificate is to be used 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, or
   * certifying for where there are multiple additions, or alterations or remedial works to the existing installation which do not extend to new circuits as an alternative to the issue of multiple Minor Electrical Installation Works Certificates.

It is not to be used for periodic inspection and testing, for which an Electrical Installation Condition Report 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 person issuing the certificate.

1. This Certificate is only valid if the Schedule of Inspections has been completed to confirm that all relevant inspections have been carried out and where accompanied by Schedule(s)

of Circuit Details and Test Results.

1. 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. (Where a single signature electrical installation certificate is used, the person authorized for executing the work of design, construction, inspection and testing shall sign the certificate.)

1. 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.
2. The page numbers for the Schedule(s) of Circuit Details and Test Results should be indicated, together with the total number of pages associated with the certification provided.
3. The maximum prospective value of fault current (Ipf) recorded should be the greater of either the prospective value of short-circuit current or the prospective value of earth fault current.

28th March 2022

# 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 BS 7671.

You should have received an ‘original’ Certificate and the person that issued the Certificate 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 BS 7671 at the time the Certificate was issued. The Construction (Design and Management) Regulations require that, for a project covered by those Regulations, a copy of this Certificate, together with schedules, is included in the project health and safety documentation.

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 the Schedule of Inspections has been completed to confirm that all relevant inspections have been carried out and where accompanied by Schedule(s) of Circuit Details and Test Results.

Where the installation includes a residual current device (RCD) it should be tested six-monthly by pressing the button marked ‘T’ or ‘Test’. The device should switch off the supply and should then be switched on

to restore the supply. If the device does not switch off the supply when the button is pressed, seek expert advice. **For safety reasons it is important that this instruction is followed.**

Where the installation includes an arc fault detection device (AFDD) having a manual test facility it should be tested six-monthly by pressing the test button. Where an AFDD has both a test button and automatic test function, manufacturer’s instructions shall be followed with respect to test button operation.

Where the installation includes a surge protective device (SPD) the status indicator should be checked to confirm it is in operational condition in accordance with manufacturer’s information. If the indication

shows that the device is not operational, seek expert advice. **For safety reasons it is important that this instruction is followed.**

Where the installation includes alternative or additional sources of supply, warning notices should be found at the origin or meter position or, if remote from the origin, at the consumer unit or distribution board and at all points of isolation of all sources of supply.

28th March 2022