

# MINOR ELECTRICAL INSTALLATION WORKS CERTIFICATE

Issued in accordance with BS 7671: 2018 – Requirements for Electrical Installations  
To be used only for minor work which does not include the provision of a new circuit

## PART 1 : DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR		DETAILS OF THE CLIENT	DETAILS OF THE INSTALLATION
Registration No: 615729000	Branch No: 000	Contractor Reference Number (CRN): N/A	Occupier: Ms Evans
Trading Title: Three Sixty Maintenance		Name: Sussex Masonic Housing Society Ltd	Address: Flat 5 The Old Rectory, Vicarage Lane, BOGNOR
Address: Crowthorne House, Nine Mile Ride, Wokingham		Address: Leaders Letting 61 High Street, BOGNOR REGIS, West Sussex	REGIS, West Sussex
Postcode: RG40 3GZ	Tel No: 07546412828	Postcode: PO21 1RY	Tel No: N/A

## PART 2 : DETAILS OF THE MINOR WORKS, SUPPLY CHARACTERISTICS AND EARTHING ARRANGEMENTS

Description of Minor Works\*: Replaced cooker switch (no socket) Date completed: 27/01/2022

System type and earthing arrangements: (e.g. TN-C-S / TN-S / TT) TN-S  $Z_s$  at Distribution Board / Consumer Unit supplying the final circuit: (0.26)  $\Omega$

Presence of adequate main protective conductors: Earthing conductor (✓) Protective bonding conductor(s) to: Water (✓) Gas (N/A) Oil (N/A) Other (state) N/A

Comments on existing installation (see Reg 644.1.2): Page No (N/A) Departures from BS 7671: 2018 (X) No If 'yes' details on Page No (N/A)

## PART 3 : CIRCUIT DETAILS

Circuit: Description and Ref No 2 - Cooker DB/CU: Ref No DB1 Location and type Hallway cupboard

Overcurrent protection device: BS EN 60898 Type B Rating 32 (A) Csa of conductors: Live 6 mm<sup>2</sup> cpc 2.5 mm<sup>2</sup>

## PART 4 : TEST RESULTS FOR THE CIRCUIT ALTERED OR EXTENDED (where relevant and practicable)

Continuity	Protective conductor ( $R_1 + R_2$ ): (N/A) $\Omega$ or $R_2$ : (N/A) $\Omega$	
Ring final circuit (loop values)	L/L: (N/A) $\Omega$	N/N: (N/A) $\Omega$ cpc/cpc: (N/A) $\Omega$
Insulation Resistance**	L/L: (N/A) M $\Omega$	L/E: (N/A) M $\Omega$ Test Voltage: (N/A) V
Polarity	Satisfactory: (✓)	Earth fault loop impedance $Z_s$ (0.34) $\Omega$
RCD operation	Rated residual operating current: (N/A) mA Measured operating time: (N/A) ms	
Functional tests	RCD: (✓)	AFDD: (N/A)
Test Instrument (insert appropriate serial numbers)	Multifunction: 1008121102014539 Other (state): N/A Other (state): N/A	

## PART 5 : DECLARATION

I CERTIFY that the work covered by this certificate does not impair the safety of the existing installation and that the work has been designed, constructed, inspected and tested in accordance with BS 7671: 2018, amended to (date) 2020 and that to the best of my knowledge and belief, at the time of my inspection, complied with BS 7671: 2018 except as detailed in PART 2 of this certificate.

Name (capital): ADAM STEMPE Signature: A. Stemp  
Position: Electrician Date: 27/01/2022

### The results of the inspection and testing reviewed by the Qualified Supervisor

Name (capital): JASON GREEN Signature: J. Green  
Position: QS Date: 28/01/2022

\*If a permitted exception is applied in accordance with Reg 411.3.3 the risk assessment should be appended to this certificate.

\*\*Where an agreed limitation is used provide details on a separate page and append to the certificate.

# NOTES FOR RECIPIENT

**THIS SAFETY CERTIFICATE IS AN IMPORTANT AND VALUABLE DOCUMENT WHICH SHOULD BE RETAINED FOR FUTURE REFERENCE**

If you were the person ordering the work, but not the owner or user of the installation, you should pass this certificate, or a full copy of it, immediately to the owner or user of the installation.

This safety certificate has been issued to confirm that the minor electrical installation work to which it relates has been designed, constructed, inspected, tested and verified in accordance with the national standard for the safety of electrical installations, *BS 7671: 2018 - Requirements for Electrical Installations*.

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 every six months. For safety reasons it is important that this instruction is followed.

Also for safety reasons, the complete electrical installation including the minor electrical installation works which is the subject of this certificate will need to be inspected and tested at appropriate intervals by a skilled person or persons, competent in such work. **NICEIC\* recommends that you engage the services of an NICEIC Approved Contractor for this purpose. There should be a notice at or near the origin of the existing installation (such as at the consumer unit or main switchboard) indicating the date when the next inspection is due.**

Only the NICEIC Approved Contractor responsible for the work is authorised to issue this NICEIC certificate. The certificate has a printed serial number which is traceable to the Contractor to which it was supplied.

The Minor Electrical Installation Works Certificate is intended to be used only for an addition or alteration to an existing circuit that does not extend to the provision of a new circuit. Examples include the addition of a socket-outlet or a lighting point to an existing circuit, or the replacement or relocation of a light switch. This certificate may also be used for the replacement of equipment such as accessories or luminaires, but not for the replacement of distribution boards, consumer units or similar items. This certificate would be considered by NICEIC to be invalid if you requested the contractor to undertake more extensive work, for which an Electrical Installation Certificate or Domestic Electrical Installation Certificate should have been issued. A separate certificate should have been received for each existing circuit on which minor works has been carried out.

You should have received the certificate marked 'Original' and the contractor should have retained the certificate marked 'Duplicate'.

**The 'Original' certificate 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 certificate will demonstrate to the new user that the minor electrical installation works complied with the requirements of BS 7671 at the time the certificate was issued.**

PART 4 of the certificate is intended to facilitate the recording of information associated with the testing of the modified circuit, and the related parts of the existing installation on which the modified circuit depends for its safety. Generally, each field should have been completed to confirm the results of a particular test by insertion of a measured value or a '✓'. Where a particular test was not relevant this should have been indicated by 'N/A', meaning 'Not Applicable'.

If wiring additions or alterations are made to an installation such that wiring colours to older versions of *BS 7671* exist, a warning notice should have been affixed at or near the appropriate consumer unit/distribution board.

Should the person ordering the work (e.g. the client, as identified on this certificate), have reason to believe that any element of the work for which the contractor has accepted responsibility (as indicated by the signature on this certificate) does not comply with the requirements of *BS 7671*, the client should in the first instance raise the specific concerns in writing with the contractor. If the concerns remain unresolved, the client may make a formal complaint to NICEIC, for which purpose a standard complaint form is available on request.

The complaints procedure offered by NICEIC is subject to certain terms and conditions, full details of which are available upon application. NICEIC does not investigate complaints relating to the operational performance of electrical installations (such as lighting levels), or to contractual or commercial issues (such as time or cost).

*\* NICEIC is operated by Certsure LLP, a partnership between the Electrical Contractors' Association and the charity, Electrical Safety First. NICEIC maintains and publishes registers of electrical contractors that it has assessed against particular scheme requirements (including the technical standard of electrical work).*

For further information about electrical safety and how NICEIC can help you, visit **[www.niceic.com](http://www.niceic.com)**