



ELECTRICAL SAFETY (LSM) 2018

1.0 Purpose

- 1.1 The aim of this Policy is to ensure the effective inspection, maintenance and management of all electrical installations, fixtures and appliances within premises controlled by the Association.
- 1.2 All electrical repair work and Electrical Installation Condition Reports will be sub-contracted to an external competent body.
- 1.3 The procedures detailed within this section are intended to facilitate the effective management of electrical safety, ensuring that all reasonable steps are taken to comply with the Consumer Protection Act 1987 and the Electrical Equipment (Safety) Regulations 1994.

2.0 Definitions

“Competent Person” – person suitably trained and qualified by knowledge and practical experience, and provided with the necessary instructions, to enable the required task (s) to be carried out correctly.

3.0 References

- British Standard BS7671:2008
- The Consumer Protection Act 1987
- The Electrical Equipment (Safety) Regulations 1994

4.0 Electrical Checks

- 4.1 The Association will ensure that all electrical installations, fixtures, fittings, and any electrical equipment provided, is safe, in a reasonable state of repair and in proper working order at the start of the tenancy and throughout its duration.
- 4.2 Visual inspections on all electrical appliances will be carried out by a competent person before a tenant moves in and regularly throughout the tenancy.
- 4.3 The Association will ensure that service contractors carrying out Electrical Installation Condition Reports (EICR) are competent within the terms of the Regulations and are members of recognised professional bodies.
- 4.4 The EICR will be carried out every five years and at the start of a new tenancy if there have been new electrical installations fitted or defects identified.
- 4.5 The Association will retain a copy of the Electrical Installation Condition Report for six years. A copy of the most recent report will be issued to the tenant before a

tenancy starts. If an inspection is carried out during a tenancy, a copy relating to that inspection will also be given to the tenant.

5.0 Portable Appliances

- 5.1 The Association will take reasonable steps to ensure that all appliances (e.g. electric kettles, fridges, washing machines etc.) provided as part of the tenancy agreement are safe.
- 5.2 An appropriate portable appliance testing (PAT) regime will be implemented for any appliances issued by the Association.
- 5.3 All portable appliances issued by the Association will have the CE Mark, the British Standard Kitemark or the 'BEAB Approved' mark.
- 5.4 The Association will issue tenants with a copy of the manufacturer's instructions for all appliances provided.

6.0 Repairs and Emergencies

- 6.1 Should any faulty equipment be observed, the Association will ask the tenant to take the item out of service until it is repaired or replaced.
- 6.2 The Association will use a competent service contractor to carry out repairs and emergency responses.

7.0 Tenant Responsibilities

- 7.1 Tenants will be issued with information leaflets on electrical safety.
- 7.2 Tenants will be advised to report any electrical faults immediately.
- 7.3 Tenants will be informed of any electrical items which are prohibited within the Association's properties.

8.0 Review

- 8.1 This policy will be subject to review at least every 3 years.

George Tainsh
Director

13th December 2017

Policy Consultation and Review Process:

Reviewed by Management Team & Assistant Technical Services Manager	6 th December 2017
Reviewed by the HSEHR Committee	13 th December 2017
APPROVED BY THE MANAGEMENT COMMITTEE	25th January 2018
Date of Next Review	December 2020