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| --- | --- | --- | --- |
| Organisation: ­­­­ |       | Inspected By: |       |
| Area: |       | Date: |       |
| Electrical Installations | Yes | No | N/A | Actions Required / Notes |
| Are switchboards and panels correctly labelled and protected from damage? |[ ] [ ] [ ]   |
| Are lights and light fittings suitable for the work area and protected from damage? |[ ] [ ] [ ]   |
| Are power points suitable for the work areas and safely positioned? |[ ] [ ] [ ]   |
| Are any Electrical work clearly barricaded and machine/electrical circuit locks in place? |[ ] [ ] [ ]   |
| Electrical Installations Inspection | Yes | No | N/A | Actions Required / Notes |
| Is there inspection program in place? |[ ] [ ] [ ]   |
| Has electrical equipment been tested and tagged? |[ ] [ ] [ ]   |
| For construction workplaces:* + Have portable and fixed electrical equipment been tagged?
 |[ ] [ ] [ ]   |
| * + Is there is a record of the relevant test data?
 |[ ] [ ] [ ]   |
| Cords and Extension Sets | Yes | No | N/A | Actions Required / Notes |
| Are plugs, sockets and extension leads in good condition? |[ ] [ ] [ ]   |
| Are all flexible cords protected from damage? |[ ] [ ] [ ]   |
| For construction workplaces:* + Has it been ensured that aerial cables are not fixed or attached to scaffolding?
 |[ ] [ ] [ ]   |
| * + Are cords suitable for the length in use?
 |[ ] [ ] [ ]   |
| * + All extension leads elevated
 |[ ] [ ] [ ]   |
| Residual Current Devices (RCDs) | Yes | No | N/A | Actions Required / Comments |
| Are RCDs installed at switchboards and fixed sockets? |[ ] [ ] [ ]   |
| Is portable electrical equipment protected by RCDs? |[ ] [ ] [ ]   |
| Are RCDs labelled and have they been tested? |[ ] [ ] [ ]   |
| Summary/Comments |
|       |