|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 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 | | | | | |
|  | | | | | |