

This safety report is an important and valuable document which should be retained for future reference.

DOMESTIC VISUAL CONDITION REPORT

Issued by an Approved Contractor or Conforming Body enrolled with NICEIC, Warwick House, Houghton Hall Park, Houghton Regis, Dunstable LU5 5ZX.

Original (To the person ordering the work)

DETAILS OF THE CLIENT AND INSTALLATION

Client: Address:

Type of dwelling: Postcode:

SUMMARY OF THE CONDITION OF THE INSTALLATION ^{† See note}

General condition of the installation:

Approximate age of the installation:


Evidence of alterations or additions:

PARTICULARS OF APPROVED CONTRACTOR

Trading Title:

Address:

Telephone No:



NICEIC Enrolment No: (Essential information)

Postcode:

Branch No: (if applicable)

DECLARATION

I being the person responsible for the visual inspection 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, hereby declare that the information in this report, including the observations and the attached schedules, provides an accurate assessment of the condition of the electrical installation taking into account the limitations of a visual-only inspection.

I further declare that in my judgement the condition of the said installation is [‡]:

Visually not unsatisfactory, or Unsatisfactory, significant damage, deterioration and/or defects being evident. ^{‡ Tick as appropriate}

Signature: Name (CAPITALS): Date:

Results reviewed by the Qualified Supervisor:

OBSERVATIONS AND RECOMMENDATIONS FOR ACTION TO BE TAKEN ^{† See note}

Referring to the attached schedule of inspection results: There are no visually-evident items affecting electrical safety or The following observations and recommendations are made.

Item No	Code [§]
1	

[§] Please see the reverse of this page for guidance regarding the recommendations.

Urgent remedial action recommended for Items: Corrective action(s) recommended for Items:

NEXT INSPECTION

[§] Enter interval in terms of years months or weeks as appropriate

I recommend that this installation is further inspected after an interval of not more than:

and that the inspection is:

Full periodic ^{Please tick one box}

or

visual condition

[†]Note: If necessary, continue on additional page(s) which must be identified by the Domestic Visual Condition Report serial number and page number(s).

Please see the 'Notes for Recipients' on the reverse of this page.

NOTES FOR RECIPIENT

THIS DOMESTIC VISUAL CONDITION REPORT IS AN IMPORTANT AND VALUABLE DOCUMENT WHICH SHOULD BE RETAINED FOR FUTURE REFERENCE

The purpose of a visual-only inspection of a domestic electrical installation is to determine, so far as is reasonably practicable, whether the installation has any visually-evident defects or has suffered any damage or deterioration which may affect safety. This domestic visual condition report provides an assessment of the condition of the electrical installation identified overleaf at the time it was inspected, taking into account the limitations of a visual-only inspection.

Whilst a visual inspection may reveal defects, damage or deterioration which may present electrical safety hazards, such an inspection alone cannot fully determine whether an installation is safe for continued use.

Furthermore, due to the significant limitations, it is not appropriate to report that an installation is in a satisfactory condition on the basis of visual inspection only.

Visual inspections do not include items that can only be checked with test instruments, such as the adequacy of earthing arrangements.

NICEIC* Approved Contractor performing the visual inspection will recommend that a full inspection and testing be performed if it is suspected that the installation is in an unsafe condition.

Also for safety reasons, the electrical installation will need to be re-inspected at appropriate intervals by a competent person. The recommended maximum time interval to the next inspection and the type of inspection is stated overleaf in the section: *Next inspection*. The recommendation for the interval to the next inspection is conditional on all items which have attracted a Recommendation Code 1 and Code 2 in the section *Observations and recommendations for actions to be taken* being remedied without delay and as soon as practical respectively. Additionally, the recommendation given for the interval to the next inspection and the type of inspection is also to be conditional on all items which have attracted a Recommendation Code 3 being remedied as soon as practicable. NICEIC recommends that you engage the services of an Approved Contractor for this purpose. There should be a notice at or near the consumer unit indicating the latest date by which a full periodic inspection and test of the installation is due.

Where the installation incorporates a residual current device (RCD), there should be a notice at or near the consumer unit stating that the device should be tested at quarterly intervals. For safety reasons, it is important that you carry out the test regularly.

Note that consumer units fitted with cartridge or rewirable fuses may be suitable for continued use provided the consumer unit is in a satisfactory condition and each fuse is correctly rated.

* NICEIC is a trading name of NICEIC Group Limited, a wholly owned subsidiary of The Electrical Safety Council. Under licence from The Electrical Safety Council, NICEIC acts as the electrical contracting industry's independent voluntary regulatory body for electrical installation safety matters throughout the UK, and maintains and publishes registers of electrical contractors that it has assessed against particular scheme requirements (including the technical standard of electrical work).

NICEIC Approved Contractors, whose scope of enrolment includes electrical work at filling stations, have been assessed as having the technical capability to carry out electrical work in compliance both with British Standard 7671 – Requirements for Electrical Installations and the guidance given by the Association for Petroleum and Explosives Administration (APEA) and the Energy Institute (EI).

For further information about electrical safety and how NICEIC can help you, visit www.niceicgroup.com

GUIDANCE FOR RECIPIENTS ON THE RECOMMENDATION CODES

Only one Recommendation Code should have been given for each recorded observation.

Recommendation Code 1

Where an observation has been given a Recommendation Code 1 (requires urgent attention), the safety of those using the installation may be at risk.

The person responsible for the maintenance of the installation is advised to take action without delay to remedy the observed deficiency in the installation, or to take other appropriate action (such as switching off and isolating the affected part(s) of the installation) to remove the potential danger. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

NICEIC make available 'dangerous condition' notification forms to enable inspectors to record, and then to communicate to the person ordering the report, any dangerous condition discovered.

Recommendation Code 2

Recommendation Code 2 (requires improvement) indicates that, whilst the safety of those using the installation may not be at immediate risk, remedial action should be taken as soon as possible to improve the safety of the installation. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

Items which have been attributed Recommendation Code 2 should be remedied as soon as possible.

Recommendation Code 3

Where an observation has been given a Recommendation Code 3 (requires further investigation), the inspection has revealed an apparent deficiency which could not, due to the extent or limitations of this inspection, be fully identified. Items which have been attributed Recommendation Code 3 should be investigated by a competent person as soon as possible.

The person responsible for the maintenance of the installation is advised to arrange for the NICEIC Approved Contractor issuing this report (or other competent person) to undertake further inspection and/or testing of the installation to determine the nature and extent of the apparent deficiency.

Recommendation Code 4

Recommendation Code 4 [does not comply with BS 7671 (as amended)] will have been given to observed non-compliance(s) with the current safety standard which do not warrant one of the other Recommendation Codes. It is not intended to imply that the electrical installation inspected is unsafe, but careful consideration should be given to the benefits of improving these aspects of the installation. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

It is important to note that the recommendation given at *Next Inspection* of this report for the maximum interval until the next inspection is conditional upon all items which have been given a Recommendation Code 1 and Code 2 being remedied without delay and as soon as possible respectively.

It would not be reasonable to indicate a 'visually not unsatisfactory' assessment if any observation in the report had been given a Code 1 or Code 2 recommendation.

Continued on the reverse of page 2

NOTES FOR RECIPIENT (continued)

The visual-only inspection report

This report is intended to be issued only for the purpose of reporting on the condition of an existing electrical installation. The report should identify, so far as is reasonably practicable, any damage, deterioration and visually-evident defects which:

- may give rise to danger,
- require improvement,
- require further investigation or
- do not comply with the latest edition of the national standard for electrical safety BS 7671: *Requirements for Electrical Installations*

The report consists of at least two numbered pages. Additional numbered pages may have been provided to permit further relevant information concerning the installation to be reported. The report is invalid if any of the identified pages are missing. The report form has a printed seven-digit serial number, which is traceable to the Approved Contractor to which it was supplied by NICEIC.

The report should not have been issued to certify a new electrical installation. A 'Domestic Electrical Installation Certificate' or 'Electrical Installation Certificate' (where appropriate) should be issued for the certification of new installation work.

Only an NICEIC Approved Contractor or Conforming Body is authorised to issue this NICEIC Domestic Visual Condition Report. You should have received the report marked 'Original' and the Approved Contractor should have retained the report marked 'Duplicate'.

If you were the person ordering the work, but not the user of the installation, you should pass this report, or a full copy of it including these notes and additional pages (if any), immediately to the user.

The 'Original' report form 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 report will provide the new user with an assessment of the condition of the electrical installation at the time the inspection was carried out.

Understanding the report

Page 1

In the *Summary of the conditions of the installation* box, the inspector should have put a brief summary of the overall condition of the installation, taking into account the specific observations made.

In the *Declaration* box the inspector should have ticked one of the two boxes, namely:

- Visually not unsatisfactory, or
- Unsatisfactory, significant damage, deterioration and/or defects being evident.

The declaration should reflect the observations and recommendations made. A list of observations and recommendations for urgent remedial work and corrective action(s) necessary to restore the installation to a satisfactory condition should be given in the box at the bottom of page 1. But, given the limitations of a visual inspection, these recommendations may be incomplete and a full periodic inspection report may be necessary to determine the full extent of the required remedial action.

For further guidance on the recommendations, please see the reverse of page 1.

In the box entitled *Next Inspection* the inspector should have made a recommendation as to the time interval to the next inspection and the type of inspection, such as a visual inspection or a full periodic inspection. This recommendation will depend on circumstances such as the age of the installation or if it is subject to more rapid deterioration.

Page 2, Schedules:

All unshaded boxes should have been completed either by insertion of the relevant details or by entering:

A '✓' meaning a particular inspection has been carried out and the result, as far as can be ascertained from a visual-only inspection, is **not unsatisfactory**

or

A 'X' meaning a particular inspection has been carried out and the result is **unsatisfactory**

or

'N/A' meaning **Not Applicable**, where appropriate.

Note that for every 'X' meaning 'unsatisfactory', an observation should have been made in the Section *Observations and recommendations for actions to be taken*.

Should the person ordering the domestic visual condition inspection (eg the client, as identified on Page 1 of this report), have reason to believe that the report issued by the Approved Contractor does not reasonably reflect the condition of the electrical installation reported on given the limitations of a visual only inspection, the person should in the first instance raise the specific concerns in writing with the Approved 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 (or visit www.niceicgroup.com). 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).