



Policy:	Electrical Safety Policy
Health & Safety	
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1. 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 Blochairn Housing 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. 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. References

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

4. 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 5 years and at the start of a new tenancy if there have been new electrical installations fitted or defects identified. A start of tenancy check will restart the 5 year period.
- 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.
- 4.6 We will inspect the integrity of electrical installations within the common close area every 5 years or more frequently if any defects are identified.

5. 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 organisation.
- 5.3 All portable appliances issued by the organisation will have the CE Mark, the British Standard Kitemark or the 'BEAB Approved' mark.
- 5.4 The Organisation will issue tenants with a copy of the manufacturer's instructions for all appliances provided.
- 5.5 The Association will register all white goods on relevant sites and with manufacturers to ensure it receives all/any recall information.

6. 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 Organisation will use a competent service contractor to carry out repairs and emergency responses.

7. Tenant Responsibilities

- 7.1 Tenants will be issued with information on electrical safety through the newsletter.
- 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 Association premises.

8. Equality and Diversity

- 8.1 All involved will recognise their ethical and a legal duty to advance equality of opportunity and prevent discrimination on the grounds of; age, sex, sexual orientation, disability, race, religion or belief, gender reassignment, pregnancy and maternity, marriage and civil partnership.

9. Publicising this Policy

- 9.1 The policy relating to gas safety will be publicised on the Association's Website.

10. Policy Review

- 10.1 The Association will review this policy every 3 years, more regular reviews will be considered where, for example, there is a need to respond to new legislation/policy guidance.
- 10.2. Reviews will incorporate changes to legislation and regulations, tenant feedback and good practice.