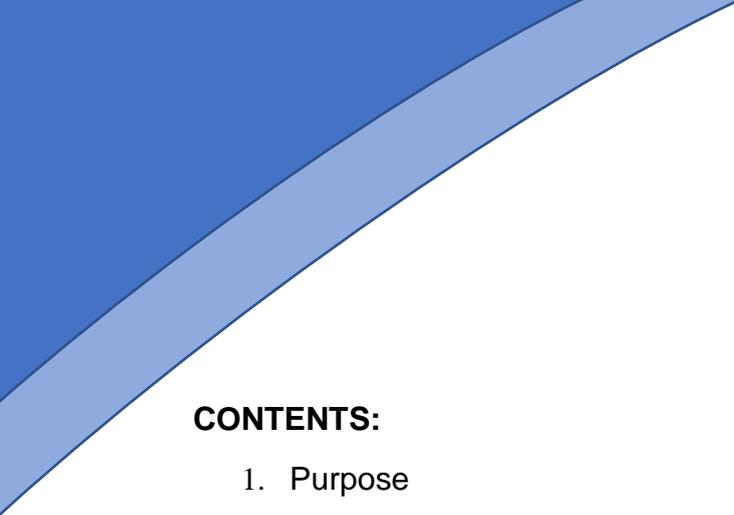




Cloch Housing Association

Electrical Safety Policy

Policy Name	Electrical Safety
Policy Category	PS
Policy Number	116
Date Adopted	May 2022
Last Review	None (new)
This Review	May 2022
Next Review	May 2025
Equalities Impact Assessment Required	No
Link to other policies	Reactive Repairs, Health and Safety
Consultation	Internal
Need for Procedure	No



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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 Cloch.
- 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 Cloch 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 Cloch 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.
- 4.5 Cloch 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.

5. Portable Appliances

- 5.1 Cloch 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 Cloch. Appliances will be tested annually within HMO properties, and every two years in our other furnished properties.
- 5.3 All portable appliances issued by Cloch will have the CE Mark, the British Standard Kitemark or the 'BEAB Approved' mark.
- 5.4 Cloch will issue tenants with a copy of the manufacturer's instructions for all new appliances purchased and provided.

6. Repairs and Emergencies

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

7. Tenant Responsibilities

- 7.1 Information on electrical safety is provided in the tenant handbook.
- 7.2 Tenants will be advised to report any electrical faults immediately.