

Electrical Equipment Record of Inspection and Test



Appliance description: _____

Class I, II, III: _____ Type (e.g. portable): _____

Make: _____ Model: _____ Serial Number: _____

Item	✓ Pass X Fail N/A (not applicable)	
Casing of equipment		
No significant damage as to impair safety of user		
If of Class II construction, Class II symbol to be evident		
Functional operation of switch(es).		
Connecting Lead - Move and twist lead to check:		
For signs of damage or deterioration to outer sheath		
For exposed conductor insulation (e.g. brown/blue/green-yellow)		
That cord/cable grip effectively anchors lead		
Plug/Socket/Coupler - Check for:		
Signs of damage or deterioration		
Live ('L' and 'N' connecting pins partially insulated if 13A rated plug)		
Standard marking e.g. BS 1363A for 13A rated plug likely to be subjected to harsh use.		
If rewirable type, check:		
Correct polarity (brown core to 'L', blue core to 'N' etc.)		
Secure internal connections and no loose strands of conductors at terminations		
That protective green/yellow conductor is (preferably) longer than brown and blue cores.		
Fuse (if fitted) - Check:		
Nominal rating. Normally 3A for equipment having wattage rating less than 720W		
13A rating for equipment rating over 720W, or power tools and similar		
BS 1362 and ASTA (or equivalent) marking		
Securing clips effectively grip end caps.		
Guidance on Expected Test Results		
Class I equipment having protective conductor in connecting lead		
Test for continuity between outer conductive casing of equipment (if present) and earth pin of connecting plug. Record measured value (in ohm(s))	Ω	
Measure insulation resistance of connecting leads and equipment by either:		
Application of 500V d.c. to obtain minimum value of 0.5MΩ or	MΩ	
Measurement of earth leakage current when in operation	mA	
If duty includes rough usage, 'high voltage' (flash) test in accordance with equipment manufacturer or 'PAT' tester manufacturer's instructions. Result recorded in <input type="text"/> MΩ or <input type="text"/> mA.		
Class II equipment having <input type="checkbox"/> symbol on outer casing		
Measure insulation resistance of connecting lead and accessible outer conductive parts (e.g. chuck of Class II drill etc.) - minimum value 1MΩ. <input type="text"/> MΩ or leakage current when in operation <input type="text"/> mA.		
Name of Competent Person Carrying Out Equipment Maintenance:		
(Print)	(Signature)	Date:
RECOMMENDED DATE OF NEXT MAINTENANCE CHECK _____		