

ELECTRICAL INSATALLATION FORM

(Where electricians are not registered on a Competent Persons' Scheme)

When someone who is not authorised to provide an appropriate design, installation and testing certificate carries out notifiable electrical work, we may arrange testing by an independent organisation. In order for us to do so please fill-in the form.

Address of proposed works	
Proposed start date	
Description of notifiable works (e.g. 2 new sockets in kitchen, new lighting point in bedroom etc)	
Proposed completion date	
Number of new circuits (if any)	
Details of the proposed / existing excess current protection (type, size & location)	
Details of the proposed / existing cable (type, size, length & enclosures)	
Details of the proposed / existing earthing & bonding arrangements	
Details of the proposed cable routes & positions	
Details of the type & position of new accessories & equipment	
Details of any additional loading to the system	

When we arrange for an electrical safety inspection and test we will do so only once. Should defects be found when initial testing is carried out and further testing or inspections are necessary these should be arranged by the applicant at their expense. Please note that where we arrange for inspecting and testing we do not provide an electrical certificate.

Where we carry out or arrange final testing the existing parts of the installation may only be checked in respect of their affect on the new notifiable works; non-notifiable works may also be omitted. You are therefore advised to arrange for an independent inspection and test of the complete electrical installation to ensure electrical safety. You are also advised that where new works or alteration to an electrical system takes place, the system should not be put in (or returned) to service until suitable tests have been carried out.

PRIVACY NOTICE

How your information will be used

Barnet Council will collect and use the information you give us to undertake our functions as a local authority and deliver services to you. It is our responsibility to ensure that your information is kept safe. Where necessary and legally allowed, we will share your information with trusted external organisations, commissioned partners and contracted service providers in order to deliver services and support to you.

The information we collect may be used to better understand your use of our services and assist us in improving our services. This is to ensure we are using public funds in the best possible way. Under our duty to protect public money we may use the information you have provided for the prevention and detection of crime.

For further details of how we use your information and to understand your rights please visit www.barnet.gov.uk/privacy or email data.protection@barnet.gov.uk to request a full copy of our privacy notice.