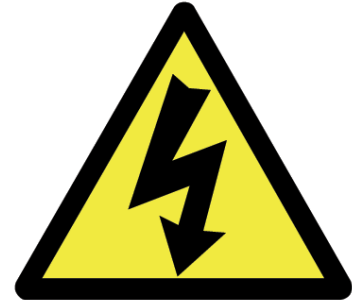


For: OCC Managers
Heads of all Establishments and Settings
Governors/Management Committees
Trade Union Safety Representatives
Employee Noticeboards
Intranet



ELECTRICAL SAFETY

ELECTRICITY AT WORK REGULATIONS 1989

Introduction

The Electricity at Work Regulations applies directly to all establishments/settings.

Fixed Installations - Principles

All electrical services and equipment in Oxfordshire County Council premises must be authorised by Property Asset Management and installed in accordance with the current edition of the Institution of Electrical Engineers Regulations for Electrical Installations (IEE Wiring Regulations).

Any work on the system must be carried out by a competent (NICEIC*) registered contractor. (* *National Inspection Council for Electrical Installation Contracting – NICEIC*)

Where is a Residual Current Device (RCD) needed?

Residual Current Devices (RCD's) must be provided on circuits serving socket outlets as follows:

- On all new projects which require the installation of a new electrical distribution board
- When distribution boards are replaced
- When electrical systems are being rewired
- All electrical systems being used or installed outdoors



RCD's will not usually be provided:

- For socket outlets in kitchens which supply refrigerators and deep freezers
- On lighting circuits, both internal and external

RCD's MUST be provided:

When using mains portable electrical equipment outside the building (A Residual Current Device **must** always be used in the source socket outlet to protect the supply lead and the equipment being used).

- Equipment used in other areas not protected by RCD distribution boxes especially in private dwellings.



N.B. The use of mains electrical powered equipment outside is NOT recommended.

Maintenance

What planned preventative maintenance is needed?

As part of the budgetary responsibilities schools are now responsible for maintaining their electrical installations. This includes appointing a competent NICEIC registered contractor to inspect and undertake work on your establishment/setting.

Monitoring

The County Council will test the entire 'fixed' electrical installation system at least once every 5 years (3 years in the case of agricultural/horticultural installations) and annually for swimming pools/sports leisure centres. A detailed report or evidence of the tests must be obtained and kept at the site.


Property Asset Management / Mouchel will monitor the condition of fixed electrical installations on behalf of the County Council in all establishments/settings.

The County Council employs officers to ensure that the standards laid down in the County Council's policies and procedures are met. These officers will on behalf of the County Council also monitor establishments/settings making their own arrangements.

Authorised officers from Property Asset Management and the Health, Safety & Wellbeing Team will periodically require evidence that an establishment/setting has secured the services of a competent person to provide the necessary professional services to comply with the County Councils statutory requirements.

For further information and advice:

Link to the [Portable Electrical Equipment Testing Policy and Procedure](#)

	email and web addresses	
Specialist:		
Mouchel	Stratton Court,1 Kimber Road, Abingdon, Oxon OX14 1SG	0800 731 4617
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H&S Training Learning & Development	email: LandD.sharedservices@oxfordshire.gov.uk	01865 797123
General:		
Health, Safety & Wellbeing Team	email: healthandsafetyhelp@oxfordshire.gov.uk web address: http://intranet.oxfordshire.gov.uk/links/intranet/healthandsafety	Helpdesk 01865 797222