



POLICY FOR MANAGEMENT OF ELECTRICAL SAFETY

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1. Introduction

- 1.1 ng homes has 5396 occupied properties and is responsible for electrical safety domestically and within communal areas.
- 1.2 ng homes has 4 offices including concierge station and outlets that it is responsible to carry out Portable Appliance Testing (PAT) testing to ensure safety and compliance, power supply for fire alarm systems, air handling units, electric fans, LP testing, hearing aid system testing.
- 1.3 ng homes has a number of leased and HMO properties which it has overall electrical responsibility for.
- 1.4 ng homes has a number of retirement housing properties which require electrical testing to the equipment within the properties.
- 1.5 The purpose of this document is to ensure that the Association complies with all current Legislation, Regulations and Health and Safety Executive Guidance Notes.

2. Electrical Safety Policy

2.1 Statement of Intent

It is the policy of ng homes to ensure that there is a policy, process and procedure in dealing with electrical safety.

2.2 Policy Statement

The Housing Association's Electrical Safety Policy conforms with the Health and Safety at Work Act 1974, the Electricity at Work Regulations 1989, 18th Edition of the IET Wiring Regulations (BS7671:2018) and the Electrical Equipment (Safety) Regulation 2016. The Policy will apply to all buildings and all individuals employed by the Housing Association, and to contractors/sub-contractors engaged by the Association **without exception**.

2.3 The Association's policy on electrical safety is to:

- ensure the prevention of exposure to risks associated with electricity are met.
- ensure that any regulatory, statutory, contractual requirements are met in relation to electrical safety.

- promote awareness of the risks of electrical safety and the Association's Management Procedures through training and induction of relevant staff.
- provide adequate resources to ensure the provision of appropriate information, instructions and training.
- ensure a commitment to comply with all relevant legislation, Approved Codes of Practice, Health and Safety Executive Guidance Notes.
- implement an effective electrical safety process and procedure in order that appropriate measures are met.
- ensure that an appropriate system is installed, maintained and implemented for the management of electrical safety.
- ensure that a periodic inspection is carried out to ensure that the condition of the electrical wiring meets BS 7671.
- ensure an Electrical Inspection Condition Report (EICR) is completed in accordance with the 18th edition IET wiring regulation. Any faults such as C1, C3 and FI found during inspection of the wiring, remedial works will be carried out to ensure safety within the system.
- ensure the Contractors or Sub-contractors are regulated by the appropriate body NICEIC.
- ensure Portable Appliance Testing is carried out in accordance with the Electrical Equipment (Safety) Regulation 2016.
- ensure that relevant staff, as identified by a Training Needs Analysis of the Association and its contractors, have appropriate training in this Policy.
- undertake a regular review of the Policy for the Management of Electrical Safety.

3. Operating Procedures

- Procedure to be issued to all relevant staff and contractors of ng homes.

4. Compliance

- Regular monitoring and ensuring that the processes are followed.
- ng homes will report compliance to the Regeneration Sub-Committee.

5. Other Related Policies

- Electrical Safety in Multi-Storey Blocks.
- Emergency Lighting in Multi-Storey Blocks.
- EVH Health and Safety Control Manual.

6. General Data Protection Regulation

The Association will treat your personal data in line with our obligations under the General Data Protection Regulation and our own Data Protection Policy. Information regarding how your data will be used and the basis for processing your data is provided in our Fair Processing Notice.

7. Policy Review

This Policy will be reviewed every 3 years or earlier in line with regulatory or legislative guidance and changes or good practice guidelines.

APPENDIX 1

LEGISLATION AND GUIDANCE

The Health and Safety at Work etc. Act 1974 places general duties on employers and self-employed persons to ensure, so far as is reasonably practicable, the health, safety and welfare of all their employees, and persons other than their employees who may be affected by any of their undertakings. They must also ensure that the premises, and any plant or substance therein, are safe and present no risks. The regulations that have either been introduced under this Act, or introduced to implement the requirements of EC directives, and are relevant to the management of asbestos, are set out below.

The Electricity at Work Regulations 1989 The purpose of the Regulations is to require precautions to be taken against the risk of death or personal injury from electricity in work activities.

18th Edition of the IET Wiring Regulations (BS7671:2018) The Regulations apply to the design, erection and verification of electrical installations, also additions and alterations to existing installations. Existing installations that have been installed in accordance with earlier editions of the Regulations may not comply with this edition in every respect.

The Electrical Equipment (Safety) Regulation 2016 The Regulations apply to electrical equipment that is designed to be connected to a domestic mains electricity supply, as well as to some industrial equipment. Components of electrical equipment are also covered if they are to be supplied as separate items. Electrical equipment designed for use between 50-1,000 volts AC or 75-1,500 volts DC must be safe, constructed in accordance with principles constituting good engineering practice and conform to specific regulatory safety objectives.

The Construction (Design and Management) Regulations 2015 (CDM 15) replaced the 2007 Regulations of the same name and provide a framework for the governance and management of health, safety and welfare in construction. The new Regulations saw the *removal of the CDM Co-ordinator role*, with the Health & Safety duties of the former CDM-C now being passed to the Principal Designer. The Regulations include various 'notification' and safety related documentation requirements for certain projects. However, in most cases of electrical works, the Electrical Regulations will take precedence over the specific requirements under CDM.