

Affirmation of competence to undertake Periodic Inspection, Testing and Certification of Electrical Installations

As a Local Housing Authority, the City of Bradford Metropolitan District Council must ensure that “Electrical Inspection Condition Report/s” (EICR’s) submitted in connection with:

- Regulation 3(1) of the Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020
- Houses in Multiple Occupations (HMO) licensing applications under Parts 2 and 3 of the Housing Act 2004
- Regulation 7(3) of the Licensing and Management of Houses in Multiple Occupation (Additional Provisions) (England) Regulations 2007 – as applicable to section 257 HMO’s

Has/have been produced by a person both qualified and specifically competent to undertake inspection and testing of fixed electrical installations.

In accordance with current guidance “Guide for Local Authorities: Electrical Safety Standards in the private rented sector” produced by the Ministry of Housing, Communities and Local Government, the Local Housing Authority may do this by:

1. Checking if the inspector is a member of a competent person scheme via the “Registered Competent Person Electrical” website: <https://www.electricalcompetentperson.co.uk/>
OR
2. “Require the inspector to sign a checklist certifying their competence, including their experience, whether they have adequate insurance and hold a qualification covering the current version of the wiring regulations and the periodic inspection, testing and certification of electrical installations.”

Bradford Council strongly recommends that you use an electrical inspector that is a member of a relevant competent person scheme and is specifically registered for electrical inspection and testing.

If you choose an electrical inspector that is not specifically registered as a member of a relevant competent person scheme specifically registered for electrical inspection and testing, then you will need to provide the Housing Standards Team at Bradford Council with a written signed affirmation and copies of associated documentation as to your inspector’s competence to carry out the inspection and testing of fixed electrical installations. You can do this by asking them to complete this form and sign the declaration regarding their competence. The signed and completed form should be included with any EICR submitted to this authority and returned to the address given.

Please note that if the checklist and declaration are not suitably completed, or if required information is missing, or any of the above list of competency requirements are not met, then we will not accept the EICR submitted. In circumstances where submitted EICRs have been rejected, Bradford Council will still require you to provide a suitable EICR, which would incur an additional cost to you. Bradford Council will not be liable for any such additional costs and the failure to provide a suitable EICR, which may result in enforcement action being taken.



Address of the premises subject to Inspection & Testing (If property comprises several units, include all flat numbers)	
Description and number of installations inspected	
Name of electrical inspector (Capitals)	
Company/Business Name	
Business Address	
Telephone number	
Email address	
Are you a member of a third party accredited (electrical) competent person scheme?	
If so, please state which scheme, including the organisation and your registration number	
Do you or your company/business have public liability insurance of at least £2 million?	
Do you or your company/business have professional indemnity insurance of at least £250,000?	
Do you have an appropriate qualification covering the current version 18th Edition, of the Wiring Regulations (BS 7671)? i.e. City & Guilds 2382-18 BS7671 IET Wiring Regulations 18th Edition Qualification (or other UK recognised equivalent – please advise).	
Do you have a specific qualification covering periodic inspection, testing and certification of electrical installations? i.e. City & Guilds 2391-51 or 52 Level 3 Award in Periodic Inspection and Testing of Electrical Installations (or other UK recognised equivalent – please advise).	
Do you have at least two years' experience, in carrying out periodic inspection and testing of electrical installations?	
Declaration: I, being the person responsible for the Inspection and Testing of the above electrical installation/s (as indicated by my signature below), confirm that particulars provided in this form and supporting documents, are accurate and true to the best of my knowledge and belief	
Full Name: (please print)	
Signature:	
Date:	

Please note that failure to suitably complete and return this form may result in the Local Housing Authority rejecting the submitted certification.

Please return the completed form to:

Bradford Council

Housing Standards Team

8th Floor

Margaret McMillan Tower

Princes Way

Bradford

BD1 1NN

An electronic scanned copy can be sent to: CHPenquiries@bradford.gov.uk