

Project Name:	Project Number:
Work Activity: Installation of Electrical Services to BS7671 Standards	Work Location:
Date:	Reference Number:
Prepared by: Philip Perry	Approved by:

Objective:

Installation of Electrical cables and associated items to be installed throughout building to the specified location of the wiring drawings in accordance with Part P of the building regulations which also incorporates IEE wiring regulations.

Timescale:

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Welfare and First Aid:

Client premises, first aid carried in vans.

Reducing Risk:

Adherence to any company health & safety Policy.
 Use of PPE at all times.
 Adherence to good house keeping practices.
 Ensure training of all staff is carried out.
 All electrical work to be carried out by qualified and certified staff only

Health, Safety and Environmental Assessments:

Slips, Trips & Falls
 Isolation of Live Services
 Working At Height

Related Assessments:

N/A

Supervision:

The works will be supervised by qualified and experienced persons.

Training:

Staff and Sub-Contractors are fully qualified Electricians

Labour:

Average 1-6 per House

Plant / Equipment:

Battery powered drills, saw, and screwdrivers.
 Hand tools
 Pipe Benders- depending on trunking/conduit
 Torch
 Full PPE
 Circuit testing equipment
 Isolation Tags/Locks if required

Emergencies : All staff are to be aware of the site procedures, as well as the nominated first aider. Mobile phones will be available to summon emergency services

Work Method:

On Arrival at clients premises/Site we would discuss in detail what works will be carried out and in the order it will be carried out.

- Isolate any existing electrical supplies to the existing circuits (If reqd)
- Run the new cables to the specified locations on issued drawings.
- Electrical accessories, switches, spurs, lights, that are site fitted will be fixed using battery drill and screws.
- The cables will be terminated in all accessories using cable strippers and screwdrivers.
- All cables will be labeled at the distribution board to ensure proper circuit connection to the DB board.
- Cable containment systems to be manufactured on site to fit drawing layout of building.
- Plastic Trunking to be cut using plastic saw. If Power chop saw is used then use is by trained persons over 18 years of age.
- All machine guards to be used and in place at all times. Debris should be swept up and areas kept clean & tidy.
- Circuits will be tested prior to initial commissioning, and full checks in accordance with the BS7671 Standards.

Further Advice and Policy

- Electrical supplies will be distributed on site using approved routes only.
- All electrical supplies and distributions on site, whether for site use or otherwise, will be recorded in the site paperwork and procedures.
- All electrical installations on site will be carried out by approved (within the meanings of the Current IEE regs.) electricians only.
- All wiring and installation will be carried out to the Current IEE Wiring regs.
- All completed installations will be examined and tested to the standards in the Current IEE Wiring regs.
- All completed installations will be subject to the issue of a completion certificate, on the form prescribed in the Current IEE Wiring regs, which will be retained on site.
- All electrical installations will be re-examined and re-tested, in accordance with 5) & 6) above, at the recommended intervals and following mechanical or weather damage.
- All installations and switchgear for voltages over 200 volts will be kept lock fast.
- All portable electric appliances will be subject to a maximum voltage of 110 volts, from a centre tap transformer, except where special permission is granted.
- All portable electric appliances will be used only in accordance with SRA: 28.
- All overhead supplies will be clearly marked and protected in accordance with GS6. Adequate and clearly visible signs will be erected at ground level on all traffic routes.
- No work will be permitted within overhead supply exclusion zones, except under a permit to work and with plant which is specially adapted and height limited.
- The use of portable generators will only be permitted when approved in writing by the principal contractor or an approved (see 3) above) electrician.

This method statement will be the subject of a toolbox talk given to all personnel involved with the work activity.

Print Name

Signature