

Electrical Safety Policy

1. Introduction

- 1.1. This policy applies to all operations, Property Managers and contractors of ReSI Housing Limited (**ReSI Housing** or the **Company**). It is designed to ensure that health and safety considerations are taken into account with electrical management in the properties and communal areas we are responsible for.
- 1.2. The purpose of this policy is to ensure that electrical installations and equipment within areas under ReSI Housing's responsibility are maintained in a safe condition to reduce the risk of injury, fire and damage to property.
- 1.3. ReSI Housing will ensure, so far as is reasonably practicable, that electrical installations are inspected, tested and maintained in accordance with statutory requirements, BS 7671 Requirements for Electrical Installations (current edition), and relevant industry guidance. Records of inspections, tests and remedial works will be retained electronically.

2. Responsibilities

- 2.1. The Board and the Fund Manager:
 - 2.1.1. The Board and Fund Manager will ensure that a suitably competent person is appointed to oversee electrical safety compliance and the management of Electrical Installation Condition Reports (EICRs), associated remedial works and statutory inspections.
 - 2.1.2. This can be an external contractor, though the duty holder remains accountable for implementing the recommendations within the risk assessment and ensuring that remedial works comply with the Electricity at Work Regulations 1989 and BS7671.
- 2.2. The appointed responsible person is responsible for taking day to day responsibility for controlling any identified electrical risks and managing repairs if the EICR shows that there is a reasonably foreseeable risk.
- 2.3. Contractors:

- 2.3.1. Contractors undertaking electrical work on behalf of ReSI Housing must be suitably qualified, competent and, where appropriate, accredited by a recognised industry body such as NICEIC, NAPIT or equivalent.
- 2.3.2. Contractors must undertake inspections, testing and remedial works in accordance with statutory requirements and current industry standards.
- 2.3.3. Contractors must provide all relevant certification, inspection reports and documentation following completion of works.
- 2.3.4. Contractors must ensure that their activities do not introduce electrical risks to residents, employees, contractors or members of the public.

3. Competence and training

- 3.1. Where there are employees required to undertake electrical work, it is important that they are competent to do so, which means being able to determine the appropriate safe working method, as well as being able to identify the limitations of their competence.
- 3.2. The appointed 'responsible person' needs to have sufficient authority, competence and knowledge of the installation to ensure that all operational procedures are carried out in a timely and effective manner. If the duty holder is competent, they may appoint themselves as the responsible person.
- 3.3. In addition to the 'responsible person', those who have any responsibility or role in ensuring electrical safety, will be provided with appropriate landlord health and safety training.

4. Approach and processes

- 4.1. ReSI Housing will ensure that there is a current and satisfactory Electrical Installation Condition Report (EICR) on the electrical installation in:
 - 4.1.1. all communal and shared areas for which ReSI Housing are responsible.
 - 4.1.2. all leasehold properties at the point of first tranche sale, repossession or buy back instances.
- 4.2. Electrical installation inspections and testing will be undertaken at intervals recommended within the Electrical Installation Condition Report (EICR), and in accordance with statutory requirements and current industry standards, by a suitably competent electrical contractor.

The EICR will confirm whether the installation is satisfactory for continued use and identify any remedial actions required

- 4.3. ReSI Housing will ensure that accurate records are kept of electrical installation tests undertaken, and that actions arising from such tests are dealt with on a risk-prioritised basis. Actions will be recorded in a register that is maintained by the responsible person and always accessible by ReSI Housing. Actions will be prioritised based on risk and advice from the responsible person. Actions will be completed in a timely fashion and in line with the prioritisation agreed.
- 4.4. ReSI Housing will ensure that surveys of properties that have communal electrical systems are inspected for risk. Arrangements should be made to review the assessment regularly and whenever there is reason to suspect that it is no longer valid. This may result from, for example:
- Changes to the electrical system or its use;
 - Changes to the use of the building in which the electrical system is installed;

The availability of new information about risks or control measures;

- 4.5. Where portable electrical appliances are provided by ReSI Housing within communal or managed areas, appropriate inspection, testing and maintenance will be undertaken on a risk-assessed basis and in accordance with relevant guidance and industry standards..
- 4.6. Residents' appliances:
- 4.6.1. The leaseholder is entirely responsible for the repair or renewal of appliances not owned by ReSI Housing. Leaseholder should not connect or use appliances that are broken or dangerous. ReSI Housing will not service leaseholder's own appliances and fixtures.
- 4.6.2. As with all elements of their homes, leaseholder's have a requirement to adhere to the conditions.

5. Monitoring and Reporting

5.1. The named person with responsibility for electrical safety will undertake monitoring sufficient to determine the extent to which the processes and procedures are adequate and being appropriately applied.

5.2. Compliance with our obligations will be reported to the Board quarterly.

6. Related Documents

6.1. Legislation and Guidance: The principal legislation and guidance applicable to this policy includes:

- Health and Safety at Work etc. Act 1974
- Electricity at Work Regulations 1989
- The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020 (where applicable)
- BS 7671 Requirements for Electrical Installations (current edition)
- IET Guidance Notes (current editions)
- BS 5839-1 Fire Detection and Fire Alarm Systems for Buildings – Non-domestic Premises
- BS 5839-6 Fire Detection and Fire Alarm Systems for Domestic Premises
- BS 5266 Emergency Lighting

7. Changes to this policy.

7.1. No change to this policy will be made without the authority of the Board.

8. Monitoring and review

8.1. This policy will be reviewed as required or at least every two years to incorporate any changes in legislation or good practice.

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