

Checklist for Electrical Safety Certificates (ESCs)

The **Electrical Safety Certificate** (ESC) provides a legally recognisable statement that the connected installation or part installation is safe to use following prescribed electrical work (PEW). It may be used for other purposes, including auditing and investigations.

An ESC is required in the circumstances described in Regulation 74A of the Electricity (Safety) Regulations (ESRs), and it must record the information identified in ESR 74A.

Requirement	ESR	Comment	<input checked="" type="checkbox"/>	Assessment
The ESC form provides for: —				
<ul style="list-style-type: none"> a statement that the person issuing it is satisfied that the installation or part installation is connected to a power supply and is safe to use 	74A(3)(a)	This information is mandatory.	<input type="checkbox"/>	
<ul style="list-style-type: none"> confirmation of whether the ESC relates to the whole of the installation or just to specified parts of it 	74A(3)(b)	This information is mandatory.	<input type="checkbox"/>	
<ul style="list-style-type: none"> recording the location of the installation or part installation to which it relates 	74A(3)(c)	This information is mandatory. However, it need not be duplicated on the ESC if it is included on the CoC.	<input type="checkbox"/>	
<ul style="list-style-type: none"> application of the authentication mark (see regulation 111B) 	74A(3)(d)	This information is mandatory. However, it need not be duplicated on the ESC if it is included on the CoC.	<input type="checkbox"/>	
<ul style="list-style-type: none"> recording the date on which the connection was done 	74A(3)(e)	This information is mandatory. However, it need not be duplicated on the ESC if it is included on the CoC.	<input type="checkbox"/>	
<ul style="list-style-type: none"> being signed and dated by the person who did the connection 	74A(3)(f)	This information is mandatory. However, it need not be duplicated on the ESC if it is included on the CoC.	<input type="checkbox"/>	
<ul style="list-style-type: none"> recording the name and registration number of (or name of and employer licence number for) the person who did the connection 	74A(3)(g)	This information is mandatory. However, it need not be duplicated on the ESC if it is included on the CoC.	<input type="checkbox"/>	
<ul style="list-style-type: none"> a statement that the ESC is, for the purposes of section 19(1)(e) of the Building Act 2004, a certificate that confirms that the electrical work complies with the building code. 	74A(5)	Inclusion of this statement in the ESC is It is recommended.	<input type="checkbox"/>	

Notes:

- ESR 74A identifies who is responsible for issuing an ESC.
- A combined CoC and ESC must meet the requirements of both forms, but information required by both need only be recorded once – see ESR 111A.
- For requirements related to the following, see the relevant regulations:
 - Issue – ESR 74C
 - record-keeping – ESR 74G(1)
 - Supply upon request – ESR 74G(2) and 74E(3)
 - Lodgement of details on database of high risk gas and electrical work – ESR 74F.
- If prescribed electrical work is done without disconnecting the power supply, references in ESR 74A(3)(e) - (g) to connection must be taken to be references to the completion of the work – see ESR 74A(4).
- Where a maintenance management system is in operation certification need only record the information identified in ESR 74A – see ESR 74B.