SITE survey. APP

SITE SURVEY REPORT

Electrical Minor Works Record

Prepared for	Fenwick Joinery Ltd
Date	16 Oct 2026
Site	Unit 4, Fenwick Trade Park
Prepared by	K. Evans

FORM

Electrical Minor Works Record

1. Work done

Project	Unit 4, Fenwick Trade Park: outdoor socket replaced and one added (completed example)
Client	Fenwick Joinery Ltd
Site	Unit 4, Fenwick Trade Park
Site address	Unit 4, Fenwick Trade Park, Doncaster
Date the work was completed	16 Oct 2026
Electrician	K. Evans
Registration scheme and number	NAPIT 123456
Description of the minor works	Replaced the damaged outdoor double socket by the office door with a new IP66 socket, and added a second outdoor socket 1 m to the right on the same circuit, in surface conduit.
Location of the work	Outside wall by the office door, east elevation

Photos of the work and the board





A minor works certificate is for additions or alterations to an existing circuit that do not add a new circuit, such as an extra socket or light, or moving a switch. A new circuit or a consumer unit replacement needs an Electrical Installation Certificate.

This is a site record of the readings and checks. It is not the BS 7671 certificate or schedule itself: issue that from your registration scheme's or your certification software.

2. Circuit and protection

Distribution board and circuit number	DB1 in the office, circuit 7 (outdoor sockets)
Earthing arrangement	TN-C-S (PME)
Earth fault loop impedance at the distribution board, Zdb (Ω)	0.31
Earthing conductor and main protective bonding present and adequate?	Yes
Protective device	RCBO type B
Rating (A)	16
RCD type	Type A
RCD rated residual current (mA)	30
Arc fault detection device fitted?	No
Departures from BS 7671, if any	None

3. Tests

Protective conductor continuity R1 + R2 or R2 (Ω)	0.48
Insulation resistance test voltage	500 V
Insulation resistance, live to live (MΩ)	200
Insulation resistance, live to earth (MΩ)	200
Minimum for this test voltage (MΩ)	1
Insulation resistance against the minimum	At or above the minimum
Polarity	Correct
Earth fault loop impedance Zs, measured (Ω)	0.84
Maximum permitted Zs for this device (Ω)	2.73
Measured Zs as a share of the maximum (%)	31
Zs against the maximum	Within the maximum
RCD operating time at rated residual current (ms)	22
RCD time against 300 ms	Within 300 ms

RCD test button operates	Yes
AFDD test button operates	Not fitted
Tests recorded	6
Results outside a limit or failed	0
Comments on the existing installation	Old socket cover broken and the terminals exposed to rain; isolated on arrival. No other defects seen on circuit 7.
Is the work notifiable under Part P of the Building Regulations (England)?	No
Name	K. Evans
Electrician signature	