



Safe Electric, the statutory regulatory scheme for electrical contractors is operated by the Register of Electrical Contractors of Ireland (RECI) on behalf of the Commission for Regulation of Utilities (CRU).

RECI was appointed as a Safety Supervisory Body by the CRU and will operate on a not-for-profit basis under the CRU's Safe Electric brand for the duration of their appointment, 2016 – 2022.

2020

SAFE ELECTRIC JANUARY NEWSLETTER

The Importance of Certification

It is essential that all RECs provide the required certification for Restricted and Controlled works carried out by them. Section 2.1 as outlined in the Criteria Document recognises that the certification system is key. The completion certificate is the customers written guarantee that the electrical installation complies with the current

wiring rules and has been tested in accordance with part 6 of these rules. Only RECs can provide Certificates. The Certificate is an important tool for the REC and ensures that the customer is getting a safe and compliant Installation.

Preamble S2 of Common Procedure 1

(2.1) The Certification System is a key element of the Regulatory System, aimed at providing a system of certifying the compliance of Controlled Works carried out by a REC with the Technical Rules



(2.2) Only Certificates in formats approved by the Commission (whether paper and electronic) may be recognised as valid for the purposes of the Regulatory System

There are currently three common Certificate types

(a) >50kva Completion Certificate

Required for network Connection or Reconnection for installation with maximum import capacity greater than 50kva

(b) <50kva Completion Certificate

Required for Network Connection or Reconnection for installation with maximum import capacity less than 50kva. (Because the standard Import Capacity is between 12kva & 16kva this is by far the most common certificate issued)

(c) Number 3 Certificate

The number 3 certificate is used to certify all works (including electrical subsystem installation works, Restricted and Controlled carried out by the REC where there is no requirement to involve ESB Networks.

Safe Electric Inspectors are currently ensuring that all RECs are issuing the required certification. Inspectors will be obliged to issue an Audit non-conformance if it is identified that the contractor carried out work and did not provide certification. It would be normal for most RECs to issue Number 3 Certificates regularly as part of their ongoing electrical works.

There has been a tendency for RECs to only provide certification when a Network Connection is required or when the customer requests a certificate.

All RECs should be providing the relevant completion certificates for all installation works (including minor works when requested) as part of their normal service.

It is a regulatory requirement that the Customer is provided with a certificate by the REC, when electrical work is completed. No customer should need to ask for their certificate.

Definition of Controlled Electrical Works

Controlled Works are major electrical installation works (including additions, alterations and/or extensions) which are covered by the National Wiring Rules and which involve:

1. The installation, commissioning, inspection, and testing of a new fixed electrical installation requiring connection or reconnection to the electricity network;
2. the modification, installation or replacement of a Distribution Board including customer tails on either side of the Main Protective Device, or new installation in special locations as defined in Part 7 of the National Wiring Rules ET101 and ET105;
3. the installation or replacement of one or more extra circuits in an existing installation, including the installation of one or more additional protective devices for such circuits on a distribution board;
4. Subsystems installed in Commercial, Industrial, and Domestic installations where the installation falls within the remit of the National Wiring Rules;
5. The inspection, testing and certification of existing electrical installations (in accordance with Chapter 62 of the Wiring Rules (ET 101 –Fourth Edition- 2008 and to conform with Regulation 89 of SI No 732 of 2007).

The required certification, for each area of controlled works and minor works identified above, is as follows:

| Area of Controlled Works | Required Certification |
|--------------------------|--|
| Controlled works 1 | Completion Cert 1 / Cert 2 (depending on kva rating) |
| Controlled works 2 | Completion Cert 2 / Cert 3 (depending on kva rating) |
| Controlled works 3 | Completion Cert 3 – Non-DSO Certificate |
| Controlled works 4 | Completion Cert 3 – Non-DSO Certificate |
| Controlled works 5 | Periodic inspection report (PIR) |
| Minor Works* | Completion Cert 3 – Non-DSO Certificate |

** It is not a legal requirement that minor electrical works be completed by a REC however, when a REC carries out minor works they must be certified if requested by the customer.*

Certification of work done as a Sub-Contractor

It is almost inevitable that from time to time Registered Electrical Contractors (RECs) will require extra resources to help keep ongoing projects on programme or to complete a project before the deadline. These extra resources are often fulfilled by engaging sub-contractors. Safe Electric would strongly recommend that all Sub-Contractors engaged by RECs are also RECs in their own right.

Using a REC ensures that the Sub-Contractor is correctly insured and gives the main contractor a readymade system to ensure there is accountability and regulatory compliance for the entire installation. To record and track this accountability and compliance, the main contrac-

tor should require that the Sub-Contractor REC issues Number 3 certificates for all elements of the work they have carried out. The Main Contractor must record the Cert 3 certificate numbers, issued by the subcontractor REC, on the final Number 1 or Number 2 certificate for the Network Connection.

Note: Certificate Number 3 is also used for certifying electrical subsystem work. Certificate Number 3 is required for subsystem work carried out either by specialist contractors or by RECs responsible for the installation of the subsystem and the Cert 3 certificate numbers (subsystem certs) should be recorded on the final Completion Certificate (1,2 or 3) issued by the REC responsible for the overall installation.

Safe Electric Insurance Minimum Standards

A Registered Electrical Contractor (REC) must have appropriate insurance cover that meets the minimum standards identified by Safe Electric.

It is a requirement that the insurance cover will be in the name of the electrical contractor as registered with Safe Electric and that the REC will provide evidence to Safe Electric showing appropriate insurance cover is in place whenever requested to do so.

It is not a criminal offence to undertake Restricted & Controlled Electrical Works without valid insurance. However, it is a criminal offence to undertake those works without being registered.

The R44 Form

The Certificate of Insurance R44 Form V8 lists the minimum insurance standards that a REC must have in order to maintain registration with Safe Electric. The R44 Form V8 must be completed by a Registered Insurance Broker or Agent or an Insurance Company licensed to issue cover in the Republic of Ireland.

Note that at Safe Electric, only a completed and stamped R44 Insurance Form is accepted as a proof of Insurance. It is the responsibility of the REC to follow up with their insurance provider and confirm that the appropriate cover is in place.

The R44 Form is available to view on the Safe Electric Website.

Please contact your insurance provider prior to the expiry date and ensure that your insurance policy meets the minimum standards identified under the Certificate of Insurance R44 Form.

Insurance Reminders

Safe Electric will send email reminders to all RECs 45 days and 15 days prior to the expiry date. In order to ensure that you receive the insurance reminders, please contact inforeci@reci.ie and ensure your email address is up to date.



Please note this is an automated system, technical issues may arise, and reminders may not be sent until the issues are resolved.

Insurance Suspensions

In accordance with Safe Electric Procedures, any REC that fails to submit a completed R44 Form V8 to Safe Electric prior to the expiry date will be suspended within 1 working day after their insurance has expired, and for the avoidance of doubt have their self-certification rights withdrawn. Certificates received will not be processed until the insurance record is updated.

Insurance Revocation

A Registered Electrical Contractor will have to submit a completed R44 Form by a date specified by Safe Electric. Failure to do so, will result in revocation of the RECs registration.

To update your insurance record or have any questions relating to insurance please contact insurance@reci.ie.

CERTIFICATE OF INSURANCE R44 FORM V8

This form must be completed by a Registered Insurance Broker or Agent or an Insurance Company licensed to issue cover in the Republic of Ireland. We hereby certify that the undermentioned Electrical Contractor holds Employers/ Public Liability Policies.

| |
|---|
| Safe Electric Registration Number of Contractor: |
| Name of Contractor: |
| Address of contractor: |
| Full business description (as per policy): |
| Number of Electricians, apprentices and sub-contractors employed: |

Please confirm that the policy includes the following minimum standards.

| | | |
|---|-----------------------|----------------------------|
| Employers Liability Policy No: _____ | Insurer: _____ | Renewal Date: _____ |
|---|-----------------------|----------------------------|

| | |
|--|------------------------------|
| 1) Policy provides an Indemnity of not less than €13,000,000 for any one event | Yes <input type="checkbox"/> |
| 2) The policy is on an unnamed employee basis | Yes <input type="checkbox"/> |
| 3) Indemnity to Principals. | Yes <input type="checkbox"/> |
| 4) Policy extends to indemnify the Register of Electrical Contractors of Ireland Ltd and/or it's officers and/or employees and/or Board of Directors | Yes <input type="checkbox"/> |
| 5) Policy includes cover in respect of persons engaged on any form of training or educational scheme | Yes <input type="checkbox"/> |
| 6) Territorial limits specifically include Ireland | Yes <input type="checkbox"/> |
| 7) Policy definitions of employees includes labour masters, gang labour, lumpers, labour only sub-contractors, self employed persons and persons employed by them | Yes <input type="checkbox"/> |
| 8) Policy contains a minimum 15-meter height limit from ground or floor level. | Yes <input type="checkbox"/> |
| 9) Policy includes employees engaged on private duties of Directors | Yes <input type="checkbox"/> |
| 10) Is the policy current and has the premium been paid? | Yes <input type="checkbox"/> |
| 11) Policy extends to indemnify Electricity Supply Board and and/or it's Servants or Agents in respect of negligence or alleged negligence of the Electrical Contractor relating to the Contractor signing Completion Certificates for a supply of Electricity | Yes <input type="checkbox"/> |
| 12) Policy extends to indemnify Commission for Regulation of Utilities and/or it's Servants or Agents in respect of negligence or alleged negligence of the Electrical Contractor relating to the Contractor signing Completion Certificates for a supply of Electricity | Yes <input type="checkbox"/> |

| | | |
|---|-----------------------|----------------------------|
| Public/Products Liability Policy No: _____ | Insurer: _____ | Renewal Date: _____ |
|---|-----------------------|----------------------------|

| | |
|--|------------------------------|
| 1) Policy provides an indemnity of not less than €6,500,000 any one event for Public Liability Risks and not less than €6,500,000 and in the aggregate in respect of Public Liability | Yes <input type="checkbox"/> |
| 2) Policy provides indemnity in respect of loss of or damage to premises temporarily occupied for the purpose of alteration, repair or maintenance thereof | Yes <input type="checkbox"/> |
| 3) Indemnity to Principals | Yes <input type="checkbox"/> |
| 4) Policy includes legal liability in respect of fire and explosion of not less than €6,500,000 | Yes <input type="checkbox"/> |
| 5) Policy contains a height limit at least 15 Meters | Yes <input type="checkbox"/> |
| 6) Policy includes legal liability in respect of employees engaged on private duties of Directors &/or Principal (applicable to companies only) | Yes <input type="checkbox"/> |
| 7) Policy includes liability in respect of pollution due to sudden and unforeseen circumstances with an indemnity limit of not less than 1,300,000 in the aggregate | Yes <input type="checkbox"/> |
| 8) Policy extends to indemnify Register Of Electrical Contractors of Ireland and/or it's officers and/or employees and/or Board of Directors | Yes <input type="checkbox"/> |
| 9) Policy includes legal liability cover in respect of any premises owned, occupied, tenanted or rented by the insured | Yes <input type="checkbox"/> |
| 10) Policy definition includes liability in respect of labour masters, gang labour, lumpers, labour only sub-contractors, self-employed persons and persons employed by them including persons engaged on any form of training or educational scheme | Yes <input type="checkbox"/> |
| 11) Policy includes cover in respect of the consequences of defective workmanship | Yes <input type="checkbox"/> |
| 12) The Territorial limits specifically include Ireland, Northern Ireland, Gt. Britain, Channel Islands and Isle of Man. | Yes <input type="checkbox"/> |
| 13) Is the Policy current and has the premium been paid? | Yes <input type="checkbox"/> |
| 14) Policy includes liability of sub-contractors | Yes <input type="checkbox"/> |
| 15) Policy includes liability in respect of the use of Welding and/or Blow Lamp equipment with an indemnity not less than €1,300,000 in the aggregate | Yes <input type="checkbox"/> |
| 16) Policy extends to indemnify Electricity Supply Board and/or it's Servants or Agents in respect of negligence or alleged negligence of the Electrical Contractor relating to the Contractor signing Completion Certificates for a supply of Electricity | Yes <input type="checkbox"/> |
| 17) Policy extends to indemnify Commission for Regulation of Utilities and/or it's Servants or Agents in respect of negligence or alleged negligence of the Electrical Contractor relating to the Contractor signing Completion Certificates for a supply of Electricity | Yes <input type="checkbox"/> |

Signature: _____

Name (in capitals): _____

Status: _____

Date: _____

Name & Address of Insurance Company, Broker or Agent

**Insurance Company's or
Broker's or Agent's Stamp**





RECI

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Admin person
RECI Registered

Certificate No: ARE

Customer Name: _____ MPRN: _____
 Address of Installation: _____

Premises Description: _____ Date of Installation: 30/12/1899

This Certificate is in respect of: Construction & Test of the Installation
 Test only of the Installation

Type of Installation: New Alteration Temporary Supply Other

Polarity and Earthing of all Outlets verified. YES NO
 Verification of RCDs Operation YES NO
 Main Equipotential Bonding Verified for:

| | YES | NA |
|-------|--------------------------|-------------------------------------|
| Gas | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Water | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Other | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Test Record Sheet Nos _____

Insert Test Values

Min Insulation Resistance MΩ Max Resistance of Protective Conductor Ω
 Max Fault Loop Impedance Ω Rating & type of Associated Protective Device
 Trip Time 30mA RCDs at 30mA

| Sockets | ms | ms | ms | ms |
|-------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| <input type="text" value=""/> | <input type="text" value=""/> | <input type="text" value=""/> | <input type="text" value=""/> | <input type="text" value=""/> |

All new work must be certified in respect of Construction & Testing

Comment or details: _____ RECI Registered Contractor: _____
 Name: _____
 Address: _____

QC Expiry Date

Qualified Certifier Number → Paddy Sparky **QC 1234** Expiry 07 01 2021 ← **Qualified Certifier Name**

Contact Details: _____

Pre-Connection (Pre-Connection tests completed and found to be satisfactory)
 For Electrical Installation: Constructor Tester Date: 30/12/1899

Post-Connection (Post-Connection tests completed and found to be satisfactory)
 For Electrical Installation: Constructor Tester Date: 30/12/1899

Post-Connection Certification:
 'I, certify that the electrical installation at the above address has been constructed and pre and post- connection tests have been carried out in accordance with the National Rules for electrical Installations (current issue at date of contract) published by the Electro-Technical Council of Ireland, and has been found to be satisfactory. Test records are held by me.'

Note:
 This certificate is issued and signed by the person responsible for the construction and testing, or testing only of the installation or a person duly authorised. This certificate should be used only for installations. A different certificate is required for other installations. Installations in Agricultural premises require a Supplementary Agricultural Certification form.

The Register of Electrical Contractors of Ireland or Electro-Technical Council of Ireland are not responsible for the installation or for the accuracy of the information given on this certificate. Electrical installations should be checked periodically.

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IMPORTANT

Annual subscription fees are due by Friday 31st of January. Any REC who has not paid their annual subscription fee please contact us on 01 492 9966 to complete payment and avoid suspension of your Registration

Important update for all ECC Users

SAFE ELECTRIC ELECTRONIC COMPLETION CERTIFICATION (ECC) SYSTEM

Dear ECC User,

The current Electronic Completion Certification system contains no specific field where the details of the Qualified Certifier (QC) acting for the Registered Electrical Contractor (REC) is recorded. According to the CRU Criteria Document the SSB is required to Keep a record of the QC who issued the Certificate.

To correct this issue, it is now a requirement that all users of the system record the QC details in the "Comment or Details" free text section on the completion certificate.

The details required are

- (a) QC Name
- (b) QC Number
- (c) Expiry Date

Please see sample on the previous page outlining the new requirement.

Following this notice, any Completion Certificate submitted which does not contain valid QC details is liable to be rejected.

Safe Electric Certification Department



It is the role of Safe Electric to ensure that all Registered Electrical Contractors (RECs) are operating to the relevant national standards and technical rules. This includes inspecting their work on an ongoing basis and carrying out disciplinary actions where necessary.

Safe Electric hold a register of all RECs. Safe Electric is responsible for the day-to-day operation of the scheme.

SAFE ELECTRIC
Unit 9, KCR Industrial Estate,
Ravensdale Park,
Kimmage, Dublin 12
Eircode: D12 E958
Email: reciinfo@reci.ie

