

Electrical Safety Policy

1. Introduction

- 1.1. This policy applies to all operations, Property Managers and contractors of ReSI Homes Limited (**ReSI Homes** 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 basis for electrical safety is to ensure that electrical installation and equipment is maintained in safe working order to manage the risk to the health and safety of employees, residents, public and contractors and visitors who may be affected by electrical systems under ReSI Homes' control, in order to ensure that as far as reasonably practicable all electrical installation work and/or repair is inspected and tested and the records are stored electronically in accordance with BS7671 and Guidance Note 3 (ACOP).

2. Responsibilities

- 2.1. The Board and the Fund Manager:
 - 2.1.1. The Board and the Fund Manager are the duty holders and must ensure there is an appointed responsible person who is a suitably trained and competent person with overall responsibility for carrying out the Electrical Installation Condition Report (EICR).
 - 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 Act 1989 and BS7671 and undertaken by a competent person.
- 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. Attend sites, carries out tests, advises and carries out any follow-on works.
- 2.3.2. Provide certification in line with regulations.
- 2.3.3. Any unsafe systems to be isolated immediately and reported to the responsible person.

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 any role in ensuring electrical safety will be provided with appropriate health and safety training.

4. Approach and processes

- 4.1. ReSI Homes 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 Homes are responsible.
 - 4.1.2. all leasehold properties at the point of first tranche sale, repossession or buy back instances.
- 4.2. Electrical installation condition testing will be undertaken at least every 5-years, by an 'approved electrical contractor' and made available for inspection by residents and ourselves upon request. The Electrical Installation Condition Report will confirm that the installation is safe for use, as specified in BS 7671:2008.
- 4.3. ReSI Homes 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 Homes. Actions will be prioritised based on risk and advice from the responsible person. Actions will be completed in a timely fashion (within 28 days) and in line with the prioritisation agreed.

- 4.4. ReSI Homes 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:

- 4.4.1. Changes to the electrical system or its use;
- 4.4.2. Changes to the use of the building in which the electrical system is installed;
- 4.4.3. The availability of new information about risks or control measures;

- 4.5. For communal areas for where ReSI Homes has responsibility, we will ensure there is a scheduled maintenance plan and as part of it we will carry out stock and Homes health and safety rating system (HHSRS) surveys which will help us assess the extent of any potential cases of damp and mould.

- 4.6. Where appliances are provided, an annual Portable Electrical Appliances (PAT) Report must be issued by an 'approved electrical contractor' and be in accordance with the relevant approved codes of practice.

- 4.7. Residents' appliances:

- 4.7.1. The leaseholder is entirely responsible for the repair or renewal of appliances not owned by ReSI Homes. The leaseholder should not connect or use appliances that are broken or dangerous. ReSI Homes will not service a leaseholder's own appliances and fixtures.
- 4.7.2. As with all elements of their homes, leaseholders have a requirement to adhere to the conditions.

5. Equality and Diversity

We are committed to make sure all services are accessible to all our residents. Our staff will be trained to communicate appropriately with you, and they have the relevant information and access to translation services to make sure they fully understand our you. . This policy will be applied in a way which makes sure we treat all customers with fairness and respect. We recognise our duty to advance equality of opportunity and prevent

discrimination or victimisation on the grounds of age, sex, sexual orientation, disability, race, religion or belief, gender re-assignment, pregnancy and maternity, marriage and civil partnership and any other protected characteristics defined within the Equality Act 2010.. On request we will provide translations of all our documents, policies and procedures in various languages and formats including braille and large print. Our website also has accessibility tools allowing you to personalise each web page to make it easier to read and to download content as audio

6. Monitoring and Reporting

- 6.1. 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.
- 6.2. Compliance with our obligations will be reported to the Board quarterly.

7. Related Documents

- 7.1. Legislation and Guidance:
 - Health and Safety at Work Act 1974
 - Electricity at Work Act 1989
 - Landlord and Tenant Act 1985
 - The Electrical Safety Standards in the Private Rented Sector (England) (Amendment) (Extension to the Social Rented Sector) Regulations 2025
 - BS 7671 & Associated Guidance Notes
 - BS 5839 -1 Fire Alarms Communal
 - BS5839 – 6 Fire Alarms Domestic
 - BS 5266 Emergency Lighting

8. Changes to this policy

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

9. Policy Review

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

24 November 2025