

COMPLETION CERTIFICATE

(Form G1 for use with BS 7909, Code of practice for temporary electrical systems for entertainment and related purposes)

This Certificate, showing the results of inspections and tests carried out on the temporary distribution described, should be handed to the event manager. A copy should be available for the owner of the electrical supply which feeds the temporary system. One certificate should be prepared for each electrically separate temporary distribution. This document is not valid without a completed Schedule of Test Results.

Certificate Reference No:

Part 1: Description of the activity being covered and supply characteristics

1. Event:	2. Location or venue:
3. Does this certificate cover a subsection of a larger system? Y / N If yes, give details: _____	4. Supply: Single phase <input type="checkbox"/> Three-phase <input type="checkbox"/> Max demand: _____ A or kVA (delete as appropriate)
5. Date of inspection and test:	Distribution schematic attached? Y / N

Part 2: System details of supply used (One certificate for a system fed from each separate supply)

6. Source of supply used:	Generator at:	Installed supply at:
7. Supply earthing arrangements:	TN-S <input type="checkbox"/> TT <input type="checkbox"/> TN-C-S <input type="checkbox"/> IT (see BS 7909:2011, C.4.5) <input type="checkbox"/>	
8. Protective devices at source of supply:	CB/RCBO/fuse rating: _____ A Type: _____	RCD/RCBO I _{Δn} : _____ mA Time delay setting: _____ ms
9. Additional earthing arrangements:	Are earth electrodes deployed? Y / N	Give details (including type & location):
10. Interconnection of earthing systems:	Have deliberate connections between the temporary distribution and any other system been made? Y / N	If yes, state interconnection details:
11. Protective devices in the ISU (if present):	CB/RCBO/fuse rating: _____ A Type: _____	RCD/RCBO I _{Δn} : _____ mA Time delay setting: _____ ms

12. Final circuit details and tests should be shown on a Schedule of Test Results, where appropriate.

13. Specify any deviations from BS 7909 or the design, or other significant information:

Part 3: Essential inspection and tests

14. Visual inspection satisfactory <input type="checkbox"/>	15. Polarity throughout satisfactory <input type="checkbox"/>
16. Earth fault loop Z throughout satisfactory <input type="checkbox"/>	17. RCD 'T' buttons satisfactory <input type="checkbox"/>
18. Evidence of formal inspection and test provided and satisfactory for electrical equipment <input type="checkbox"/>	
19. Earth loop impedance of the supply, measured at the source of supply or ISU if present: _____ Ω	
20. Planned duration of this system:	21. Date to re-inspect & re-test this system:

Part 4: Declaration

I certify that the temporary electrical distribution system described above has been set-up in accordance with the recommendations of BS 7909:2011 and inspection and testing has been completed. To the best of my knowledge and belief, the system is safe and suitable for the intended purpose.

Name: _____ Responsibility on event: _____

For and on behalf of:

Signature: _____ Date: _____

IMPORTANT CLIENT INFORMATION

This safety certificate (Form G1) has been issued to confirm that the Temporary Electrical System (TES) to which it relates has been designed, constructed, inspected and tested in accordance with British Standard 7671 (the IET Wiring Regulations) and BS 7909 (the code of practice for temporary distributions at events). It must be accompanied by a Schedule of Test Results (Form G2). This certificate may be one of several for a large event which will be indicated by a 'Y' in box 3. In this case there should also be a 'Confirmation of Electrical Completion' document (Form G3) along with the other certificates for each sub-system, which will be listed on Form G3.

You should have received an "original" Certificate and the contractor should have retained a duplicate. If you were the person ordering the work, but not person who has overall responsibility for the event, you should pass this certificate, or a full copy of it including the schedules, immediately to the person with responsibility for the event.

The "original" Certificate should be retained in a safe place and be shown to any person who has due cause to inspect or undertake further work on the TES in the future, it may also be required in the event of an investigation occurring. The Construction (Design and Management) Regulations require that, for a project covered by those Regulations, a copy of this Certificate, together with schedules, is included in the project health and safety documentation.

For safety reasons, the TES may need to be inspected at appropriate intervals by a competent person. The maximum time interval recommended before the next inspection is stated on Page 1 under "21. Date to re-inspect & re-test this system".

NOTES FOR THE PERSON COMPLETING THIS FORM

A Completion Certificate, supported by a Schedule of Test Results, should be produced for each new temporary system set-up, or when the system is altered significantly (BS 7909 G.3.7). As a minimum there should be a Completion Certificate for temporary systems connected to each separate source of supply. Where an event is extensive or complex enough to require more than one Completion Certificate, a Confirmation of Electrical Completion should be provided by the senior person responsible to indicate that the temporary electrical system has been set-up, inspected, tested and is safe and suitable for use at the event (BS 7909 Figure G.3).

Note that Completion Certificates, Schedules of Test Results and Confirmation of Electrical Completion can be produced as paper or electronic documents.

Guidance on filling in a Completion Certificate

Part 1:

Enter details as required. If box 3 is 'Yes', a confirmation of electrical completion is also required. The 'Reference No' field must have a unique reference number in it and this must also appear on Form G2 – Schedule of Test Results.

Part 2

In box 6 enter the supply details as requested. In box 7 enter the earthing arrangements of the supply as confirmed.

Box 8: Enter the details of the overcurrent protection at the source of supply for the temporary distribution covered by this certificate. This may be the source of supply (e.g. generator) or an ISU in a larger distribution. If an RCD is also fitted, enter the details of the RCD.

In box 9 enter information about any additional earth electrodes that might have been deployed, such as at a generator, or a mobile or transportable unit, etc. Enter details such as where the electrode is deployed, connected and its impedance to the general mass of Earth. In box 10 enter details of any deliberate connections of the CPC to the CPCs of other electrical systems indicating which other electrical systems have been interconnected. For more information, see BS 7909 Annex C and Annex D.

In box 11 enter details of overcurrent protection and RCD (if fitted) at the ISU if present. If the source of supply is another ISU in part of a larger distribution then leave blank. The ISU is typically the first point of control of a supply to a temporary distribution that is definitely under the control of the person responsible.

Box 12 requires that the test details of the final circuits tested have been entered on the Schedule of Test Results applicable to this temporary distribution or section of the temporary distribution. The applicable Schedule of Test Results should be included with the Completion Certificate. Box 13 is for information about any deviations from the requirements of BS 7909 or from the design. Tick boxes 14-18 to confirm all relevant tests have been carried out, the results are acceptable and have been entered on the applicable Schedule of Test Results.

In box 19 the earth fault loop impedance is the value measured at the source of supply, i.e., ISU, generator or distribution unit, this effectively being the control position for the temporary distribution or section being considered

In boxes 20 and 21 enter the planned duration that this temporary electrical system is due to exist. If the temporary electrical system is planned to exist for a long period and has an intended date for periodic re-inspection and retest, this date should be entered at 21.