

Free electrical inspection report template (PDF & Word)

Site / Project	_____	Address	_____
Inspector name	_____	Company	_____
Date	_____	Time	_____

Documentation aid only. Adapt this resource to the site, manufacturer instructions, and applicable local requirements. It does not replace a competent person, professional judgment, legal advice, or a required statutory form.

Inspection checklist

Inspection items

☐ Consumer unit condition and labeling	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Circuit protection devices: MCBs, RCDs, RCBOs	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Cable condition and routing	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Earthing and bonding arrangements	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Socket and switch condition	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Lighting fixtures and emergency lighting	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ External wiring and weatherproofing	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Signage and warning labels	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ EICR observation codes (C1, C2, C3, FI)	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ BS 7671:2018 compliance verification	☐ Pass	☐ Fail	☐ N/A	Notes: _____

Findings

#	Item	Location	Severity	Action required
1				
2				
3				
4				
5				
6				
7				
8				

Signature

Inspector signature _____

Name _____

Date _____