

APPENDIX B	Checklists for On Street Installations (Code of Practice: EV Charging Equipment Installation 5th Edition)
Included with EDIS Certificate	

(Form to be included with forms for certification given to person ordering the work)

Arrangements prior to installation - On-street installations

CoF Ref	CHECK	Yes	No	N/A
3.2	Has the installation of a new meter point been arranged with the DBO?			
7.3.3 and 7.5	Is the supply PME (TN-C-S) or a public TN-S supply?			
7.3.3 and 7.5	Is TT to be adopted for the installation?			
7.3.3, 7.5 and Appendices F, G and H	Has a simultaneous contact and earthing arrangements assessment been carried out? See risk assessment form C1.			
3.6	Has mobile network coverage of the proposed installation location been checked? Note: Some EVSE manufactures have specific requirements for the generation of mobile technology			
3.7	Has the installer reviewed the installation instructions provided by the EV charging equipment manufacturer?			
3.9	Has a Traffic Regulation Order (TRO) been created and duly consulted on for the EV charging equipment installation?			
3.10	Have the details of the proposed installation been discussed and agreed with the client?			

Physical installation requirements - On-street installations

CoF Ref	CHECK	Yes	No	N/A
4.3	Has the charging equipment been installed in an optimum located with respect to the intended vehicle parking position?			
4.4	Has the EV charging equipment been installed in a location to minimize the likelihood of vehicle impact damage? If no, have protective barriers been provided?			
4.5	Has accessibility been addressed? Are the main operating controls, displays and any socket-outlets at an appropriate height? Have the requirements of PAS 1899 been met? Have you made sure there are no changes of level between the vehicle and EVSE controls? Is there adequate space for wheelchair access to the EVSE, controls and between two vehicles being charged?			
4.6	Is there sufficient space around the charging equipment to open all doors and covers?			
4.7	Is there sufficient space around the charging equipment for ventilation and cooling purposes?			
4.6	Have all trip hazards been considered and, where possible, avoided?			

Electrical installation requirements - On-street installations

CoF Ref	CHECK	Yes	No	N/A
	Pre-installation			
	Have New Roads and Street Works Act 1991 (NRSWA) notices been issued?			
7.3.4	Are drawings to hand of the electric cables and other services in installation locations?			
7.3.4	Have any potential hazards, e.g. high voltage (HV) cables, been identified in the excavation location?			
7.3.4	Has the electricity supply cable been identified, and the position of the distribution pillar been confirmed?			
	Has a permit to work been issued (where required), confirming that the installation is isolated?			

	Has the location of the earth electrode been identified and confirmed with the installer?			
	Has the location and depth of the trenches been confirmed?			
	Are arrangements in hand for permanent reinstatement of the cable routes?			
	Before connection			
9	Inspections carried out as per BS 7671 Schedule of Inspections?			
	Schedule of Inspections completed?			
	Dead tests carried out as required by BS 7671 <i>prior</i> to energizing, and appropriate parts of the test schedule completed?			
	After supply connected			
	Remaining tests carried out as required by BS 7671 <i>prior</i> to energizing, and appropriate parts of the test schedule completed?			
	Electrical Installation Certificate completed complete with schedule of inspections and schedule of test results?			
Risk Assessment	Risk Assessment form C1 completed and given to client?			
9.3	Correct operation of the charging equipment demonstrated to the client?			
9.4	Client provided with the instruction manual for the equipment and informed of any maintenance requirements?			
11	DNO notification form for the installation submitted via the Energy Network Association website and, for V2X capability, post-installation notification to the DNO in accordance with G98/G99?			

Risk Assessment C1 IET Standards

On-street charging equipment, TT system

(Form to be included with forms for certification given to the person ordering the work)

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Step	Text	Record
1	Identify the hazards	
	Is the on-street charging equipment installed in a location that will result in this equipment and the vehicle on charge being at least 2.5 m from: <ul style="list-style-type: none"> • other structures with exposed metalwork that are either connected to true Earth or connected to any other electrical earthing system? And <ul style="list-style-type: none"> • any extraneous-or exposed- conductive-parts of any other electrical equipment? 	Yes/No If the answer to the above questions is No , the hazard will be: In the event of an open-circuit neutral in the PME supply system to street furniture or other installations, conductive-parts of such equipment may become raised to a dangerous voltage relative to the charging equipment or vehicle on charge.
2	Simultaneous contact - decide who might be harmed and how	An person who can simultaneously touch any conductive-parts of charging equipment or vehicle on charge and other street furniture or similar with an open-circuit neutral.
3	Simultaneous contact - evaluate the risks and decide on precautions	
	(1) Is it possible to simultaneously touch any conductive-parts of faulty street furniture AND the vehicle being charged OR any conductive-parts or conductor that might be connected to the TT earth terminal of the vehicle charging equipment? NB: All possible locations and positions of the vehicle on charge, and the charging lead and connector, must be considered here.	Yes/No If the answer to the question (1) is NO , retain the following text; If Yes , delete the following text: 'THIS RISK ASSESSMENT SHOWS THAT IT IS NOT CURRENTLY NECESSARY TO TAKE ANY PRECAUTIONS TO PREVENT RISK OF SIMULTANEOUS CONTACT BETWEEN ANY CONDUCTIVE-PARTS OR CONDUCTOR THAT MIGHT BE CONNECTED TO THE MAIN PME EARTHING TERMINAL AND THE VEHICLE BEING CHARGED OR ANY OTHER CONDUCTIVE-PARTS OR CONDUCTOR THAT MIGHT BE CONNECTED TO THE TT EARTH TERMINAL OF THE VEHICLE CHARGING EQUIPMENT. THE CUSTOMER HAS BEEN INFORMED IN WRITING THAT A FURTHER RISK ASSESSMENT MUST BE UNDERTAKEN TO CHECK WHETHER THE CHARGING EQUIPMENT WILL REMAIN SAFE TO ENERGIZE AND/OR USE IF THIS SITUATION CHANGES.'
	(2) If the answer to question (1) is Yes, can this simultaneous contact be reliably prevented, e.g. by fitting an insulating section into any pipe or conduit, or replacing any item of Class I equipment with Class II equipment, or by providing a permanent barrier or enclosure, or by applying permanent insulation, etc.?	Yes/No If the answers to question 1 and question 2 are both Yes , record here the essential precautions required to prevent the possibility(ies) of simultaneous contact identified by question (2):
	

	
		And THE CUSTOMER HAS BEEN INFORMED IN WRITING THAT THE CHARGING EQUIPMENT WILL BECOME UNSAFE TO ENERGIZE AND/OR USE IF THE PRECAUTIONS LISTED ABOVE ARE REMOVED OR OTHERWISE BECOME INEFFECTIVE.
		If the answer to question 1 is Yes and the answer to question 2 is No , retain the following text here (otherwise delete): THIS RISK ASSESSMENT SHOWS THAT IT IS NOT CONSIDERED TO BE SAFE TO PROVIDE A TT EARTHED OUTDOOR VEHICLE CHARGING POINT AT THE CHOSEN LOCATION AND / OR TO CHARGE A TT EARTHED EV AT THE CHOSEN LOCATION. THIS HAS BEEN MADE KNOWN TO THE CUSTOMER IN WRITING.
4	Seperation of earthing system-decide who might be harmed and how	Any person who may be touching the vehicle being charged OR any other conductive-parts or conductor that might be directly or indirectly or otherwise connected to the TT earth terminal of the vehicle charging equipment, under either of the following conditions: (a) buried metalwork connected to the PME earthing system is not adequately seperated from earth electrode(s) or buried metalwork connected to the TT earthing system, in accordance with Table H1; or (b) the potential of the ground on which they are standing is subject to riseof earth potential during a PME neutral conductor fault, as described in Appendix G, Clause G5.
5	Seperation of earthing systems - evaluate the risks and decide on precautions Is adequate seperation of the TT earthing system available, and the risk of return PME touch voltage assessed to be negligible?	Yes/No If the answer to question is NO , retain the following text here (otherwise delete): 'THIS RISK ASSESSMENT SHOWS THAT IT IS NOT CONSIDERED TO BE SAFE TO PROVIDE A TT EARTHED OUTDOOR VEHICLE CHARGING POINT AT THE CHOSEN LOCATION AND/OR TO CHARGE A TT EARTHED EV AT THE CHOSEN LOCATION. THIS HAS BEEN MADE KNOWN TO THE CUSTOMER IN WRITING.'
6	Record your findings and implement them	All precautions required by step 3 completed and included as part of work carried out in EDIS certificate (www.electricalcertificates.co.uk):
7	Review the assessment and update if necessary	To be reviewed whenever further work is carried out on the installation including any inspection and testing