

ELECTRICAL HELP & ADVICE

Home Electrical Safety & Maintenance Checklist

A practical checklist to help homeowners, landlords and property professionals record common electrical safety observations and keep important actions organised.

PROPERTY / LOCATION	
Property name / address	_____
Date	_____
Completed by	_____

Important

This checklist is for general information and record-keeping only. It is not an electrical inspection or certification. Do not carry out electrical work yourself unless you are suitably qualified and authorised to do so. Where a defect, damage, overheating, exposed wiring or other potential hazard is identified, arrange appropriate professional advice.

Nexum Electrical Solutions

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1. Property Electrical Safety Check

Use this page as a simple visual and administrative check. It does not replace professional testing.

Property type	☐ Home ☐ Rental ☐ Flat / Shared Building ☐ Business
Inspection date	_____
Responsible person	_____

General observations

- ☐ Sockets, switches and visible electrical accessories appear secure and free from obvious damage.
- ☐ No visible signs of scorching, melting, cracking or unusual discolouration around electrical accessories.
- ☐ No visible cables appear damaged, crushed, exposed or poorly secured.
- ☐ Extension leads and adapters are not being used in a way that creates obvious overloading or trip hazards.
- ☐ Electrical equipment is kept away from water and other obvious sources of moisture.
- ☐ Outdoor electrical equipment and cables appear suitably protected for their environment.
- ☐ The consumer unit / distribution board is accessible and not blocked by storage.
- ☐ Known electrical faults or recurring tripping issues have been recorded for professional attention.

Notes / Actions Required

2. Electrical Testing & Records

Keeping electrical documents together can make maintenance and property management much easier. Record what is available and note anything that needs updating or professional review.

- Electrical Installation Condition Report (EICR) available in the property records, where applicable.
- Records of previous electrical remedial work are available.
- Certificates / documentation for relevant electrical installation work are retained.
- Known defects or outstanding remedial actions have been logged.
- Landlord, property manager or responsible person knows where electrical records are stored.
- A qualified electrician has been contacted where testing or certification is required.

Record important documents

Document / report	_____
Date completed	_____
Electrician / contractor	_____
Actions outstanding	_____

Remedial Work / Follow-Up Notes

3. Common Warning Signs

Some electrical problems can develop gradually. Record observations rather than attempting to diagnose or repair the underlying fault yourself.

WARNING SIGN	WHAT TO RECORD / ACTION
Burning smell or visible scorching	Location, equipment involved and when noticed. Arrange professional assessment.
Repeated circuit tripping	Which circuit / appliance is affected and how often it occurs.
Warm or damaged sockets / switches	Location and visible condition. Stop using if unsafe and seek professional advice.
Flickering or unexplained loss of power	When it happens, affected areas and any pattern noticed.
Damaged or exposed wiring	Location and visible condition. Avoid contact and arrange professional attention.
Water near electrical equipment	Location and circumstances. Treat as a potential safety issue.

Faults / Concerns to Discuss With an Electrician

4. Action Plan

Use this page to turn observations into a simple maintenance plan. Prioritise safety-related concerns and obtain professional advice where electrical work or testing is required.

PRIORITY	ISSUE / ACTION	OWNER	TARGET DATE
■ Urgent			
■ High			
■ Routine			
■ Routine			
■ Routine			

Property Manager / Responsible Person Sign-Off

Name	_____
Signature	_____
Date	_____

Need professional electrical support?

Nexum Electrical Solutions provides electrical testing, inspections, repairs, installations and maintenance services for homes, businesses and property professionals across Edinburgh and surrounding areas.

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This resource is intended for general guidance and record-keeping. Electrical regulations and property obligations can vary by circumstance. Obtain appropriate professional advice where required.