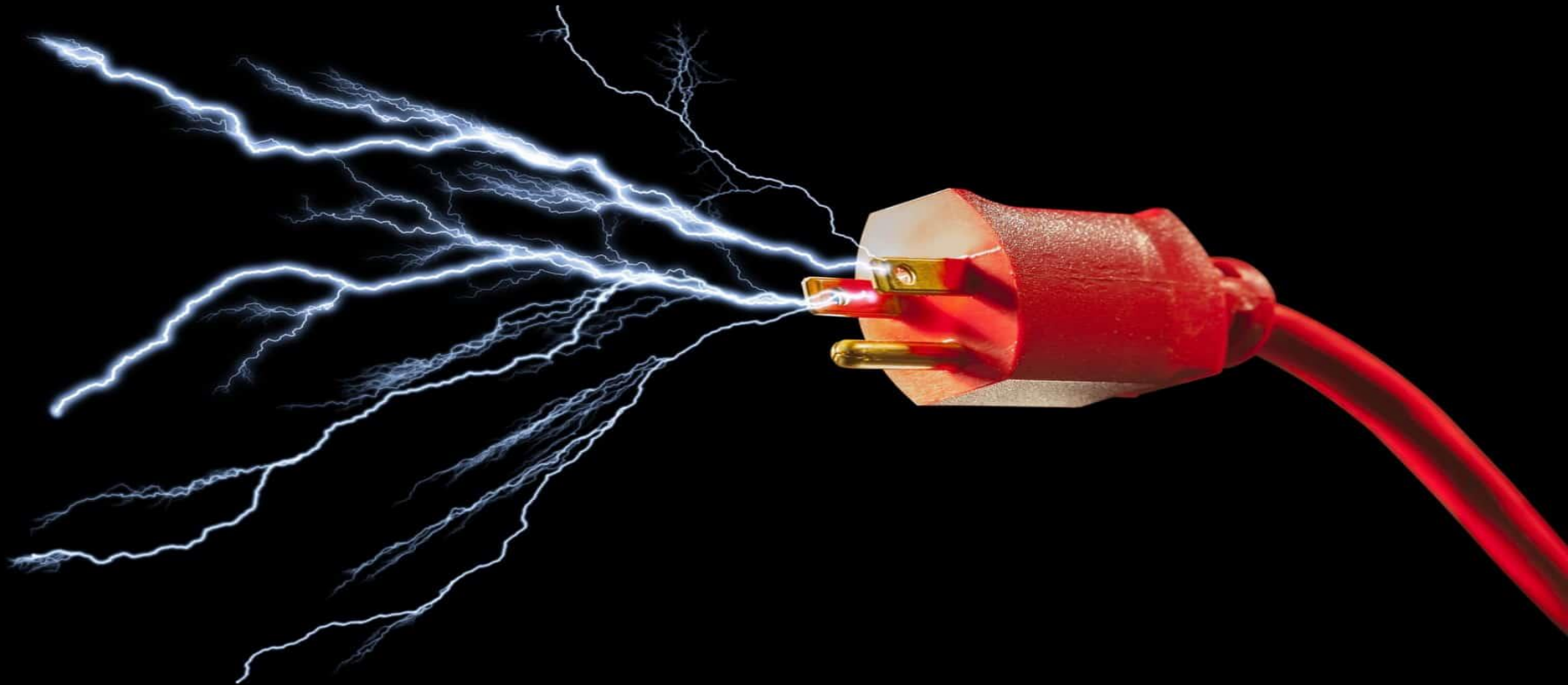




*Why do we need to carry out Portable
Appliance Testing or PAT?*

PUWER (Provision of Work Equipment Regulations 1998)

- Puwer requires that equipment provided for use at work is...
- Suitable for intended use.
- Safe for use
- Maintained in a safe condition
- Inspected to ensure it is correctly installed and does not subsequently deteriorate.
- Used only by people who have received adequate information, instruction and training.

It's a legal requirement under the Electricity at Work Regulations 1989

- The PAT tests are made up of 3 parts:
- User checks - **'YOUR RESPONSIBILITY'**
This informs the user of any potential danger signs, and an appliance can fail on this check i.e. a frayed cable can be marked as 'not safe to use'.
- Formal visual Inspection:
This is a simple process of a visual inspection of the appliance, cable and plug for obvious faults, including the fuse and wiring of the plug.
- Combined Inspections and PAT testing:
This is the main test, that involves the physical PAT test. This determines if the device is electrically safe and the 'class of construction' i.e. Class 1 or Class 2.

It is YOUR responsibility to do regular User checks

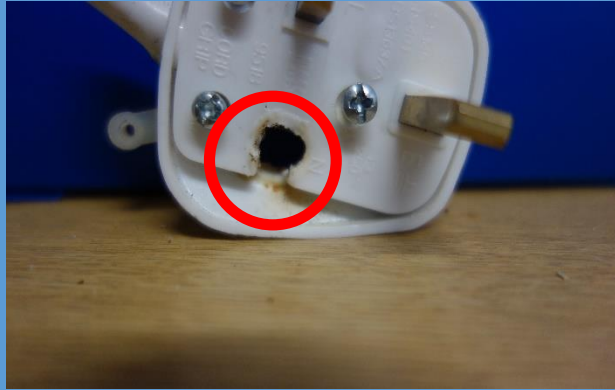
What to look for:

1. Damage to the cable including cuts, taped joints and repairs.
2. Damage to the plug, ie cracked cover or bent pins.
3. Coloured wires visible where the cable joins the plug (the cable is not being gripped where it enters the plug).
4. Damage to the outer cover of the equipment itself, including loose screws or overheating.
5. Signs of overheating, such as burn marks or staining on the plug, socket or cable.
6. Cables trapped under furniture or in floor boxes.
7. Items of equipment ie phone chargers, laptop power supplies that are fitted with a 2-pin continental type plug and have been 'forced fitted' into a 13amp 3 pin socket. These should be removed and the cable fitted with a BS 13amp 3 pin plug.
8. Do NOT use cheap (from ebay) replacement laptop and mobile phone chargers.
9. Do NOT leave laptops or mobile phones on charge unattended or overnight.

Do NOT use wall mounted PLUG multiway adaptors. (weight and arcing)

The wiring instructions card on a new plug MUST be removed before using.

Found in a University Department – May 2019



Apparently, people could smell this burning but no one had the common sense to unplug the electrical items to see if they could find anything.....so they left it.....'incredible'

Responsibilities continued

- If you must use an extension lead then use one socket per item of equipment if the extension lead has more than one socket.
- Do not plug in another extension lead to a multi socket extension lead (daisy chaining)
- Do not plug in equipment with heating elements such as convector heaters, fan heaters, kettles and water boilers into a multi socket extension lead.
- Do not use extension reels as a permanent source of power (certainly not for any heating source).

*Once again found in a University
Department – May 2019 – A 'BELKIN' Surge
Protected Multiway Extension Socket.*



*This caused a house fire.....and
you've all got one*



You have a 'duty of care' to co-operate with your PAT engineer

- When the engineer visits your department please afford them the courtesy to allow them to carry out their duties without hindrance.
- They will only need a short time at your workstation to complete their inspection and tests.....I'm sure you can all spare 15mins.

Conclusion.....

- User checks are extremely important. Make sure your staff are aware of the importance of regularly checking over their equipment and ensure that this policy is regularly carried out.
- We are not referring to the PAT tester missing the appliance but the users of it; electrical appliances don't just become faulty on the day the engineer visits, they tend to become faulty at some point in their working life.
- Remember an engineer will '**REMOVE**' any multiway adaptors and any 'daisy' chained extension leads.
- ***Thank you for your co-operation.***