**Student personal electrical equipment inventory**

The College has a legal requirement to maintain all electrical systems within its control including fixed, portable and transportable equipment. To fulfil this requirement it is mandatory for all personal electrical equipment brought to the College that has a plug to be listed below. This includes extension leads and plug adaptors. It will then have a Portable Appliance Test or visual inspection by the College Health & Safety Officer. This test is free and carried out annually.

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| --- | --- | --- |
| **Student’s name** |  | |
| **Student’s room number/ house** |  | |
| **List of electrical items** | **Pass/ fail** | **Recommendations/ reasons for fail** |
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I declare that above are all of the items I have brought to College which have a plug and if I get new items during the year I will contact [healthandsafety@chu.cam.ac.uk](mailto:healthandsafety@chu.cam.ac.uk) to have it checked and added to the inventory. I agree not to use any failed items and to follow all recommendations made.

Student Name Signature Date

Health & Safety Officer Signature Date

Stuart Hale