

Outstanding Faults – Process for Corrective Action

Fault Classification	Fault Definition
Code 1	‘Danger present’ – the safety of those using the installation is at risk, and it is recommended that a competent person undertakes the necessary remedial work immediately.
Code 2	Potentially dangerous’ – the safety of those using the installation may be at risk, and it is recommended that a competent person undertakes the necessary remedial work as a matter of urgency.
Code 3	‘Improvement required’ - <i>To be cited where a C1 or C2 does not apply.</i>
FI	“Further Investigation required” - To be attributed where the inspection has revealed an apparent deficiency that could not be fully identified due to the limitations or extent of the inspection. Further investigation may reveal a C1 or C2 item.

Action

We would strongly advise completion of your Code 1 & 2 faults as described above.

Corrective action may be undertaken by your in-house Electricians or your local NICEIC registered contractor and evidenced in **ALL CASES** by a Minor Works Certificate (MWC) This in turn can be passed to Guardian by either of the following methods.

Online submission is our preferred option, as all documents are traceable throughout the system and stakeholders are automatically notified of changes, once they are completed by our Reports Dept.

This will ensure records remain; current, accurate, and consolidated with a version history of change.

Options for submission of MWC

- Using the online MWC if logon details have been issued to client or contractor, please request further logon details as required
- Fax: 0114 240 2171
- Email: traq-it@guardianelectrical.co.uk
- Post: Unit 4 Rotunda Business Centre, Thorncliffe, Sheffield, S35 2PG.....attn. of the Reports Dept.

Unit 4 Rotunda Business Centre, Thorncliffe, Chapeltown, Sheffield, South Yorkshire, S35 2PG

T: 0114 2572080 F: 0114 2402171

E: info@guardianelectrical.co.uk W: www.guardianelectrical.co.uk