

DEMONSTRATION SAMPLE ONLY

BIRMINGHAM ELECTRICAL SERVICES LTD

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SAMPLE COMMERCIAL ELECTRICAL INVESTIGATION REPORT

Example Retail Operations Ltd

Unit 4, Example Trade Park, Birmingham, B00 0EX

FICTIONAL PREMISES AND FINDINGS

Purpose

A fictional example showing the structure and clarity of a BES commercial report.

It is not evidence of an inspection, client instruction or completed work.

REPORT STATUS

Important demonstration notice

This report is fictional

The client, premises, address, neutral illustrations, equipment references, readings, observations, priorities and recommendations in this document were created only to demonstrate a possible BES reporting format. They do not describe any real client, property, installation or completed assignment.

How this sample may be used

Prospective commercial clients may use this document to understand how findings can be organised into an executive summary, evidence, risk priorities and practical next actions. The final structure of a real report depends on the agreed scope, the site and the evidence obtained.

Sample client	Example Retail Operations Ltd
Sample site	Unit 4, Example Trade Park, Birmingham, B00 0EX
Document type	Fictional commercial electrical investigation report
Status	Demonstration Sample Only - not for operational or compliance use
Prepared by	Birmingham Electrical Services Ltd - sample document
Issue	Sample Issue 01 - 2 August 2026

What a real instruction would require

A confirmed client instruction, agreed scope, safe access, relevant isolation arrangements and site-specific evidence. No conclusion should be transferred from this sample to a real installation.

01 / EXECUTIVE SUMMARY

Decision-ready overview

A concise first page for the person responsible for operations, risk and the next commercial decision.

Fictional instruction Investigate intermittent loss of lighting in a sample retail sales area and identify a practical route to further action. No repair work is represented as having been completed.

P1	Immediate control	Keep the fictional lighting zone out of service until the example damaged termination is assessed and corrected under a separate instruction.
P2	Planned corrective work	Replace the sample local isolator and remake associated terminations after safe isolation and confirmation of the final circuit arrangement.
P3	Improvement	Update the fictional circuit schedule and identify the local isolation point for future maintenance.

Commercial position

The example findings indicate a contained local defect rather than evidence of a wider installation failure. That statement is fictional and would require site evidence before it could be made in a real report.

Recommended next step

Agree a chargeable corrective visit, confirm access and isolation requirements, then complete and record the remedial work within the final verified scope.

02 / SCOPE AND METHOD

What was included in the fictional exercise

Included	Visual inspection of the sample distribution point, local isolator, accessible cable route and lighting connection point.
Sample testing	Fictional continuity, insulation resistance, polarity, earth-fault loop impedance and functional observations shown later in this report.
Excluded	Concealed wiring, upstream network assessment, intrusive opening of unrelated equipment and any certification of the fictional installation.
Operating context	Example retail unit represented as closed to customers during the fictional inspection window.

Method sequence

01	Confirm scope	Review the reported symptom, affected area and operating impact.
02	Establish safe access	Identify access constraints and the isolation required before intrusive work.
03	Gather evidence	Record observations and fictional sample readings against clear references.
04	Prioritise action	Separate immediate controls, corrective work and longer-term improvements.

Fictional arrangement and evidence references

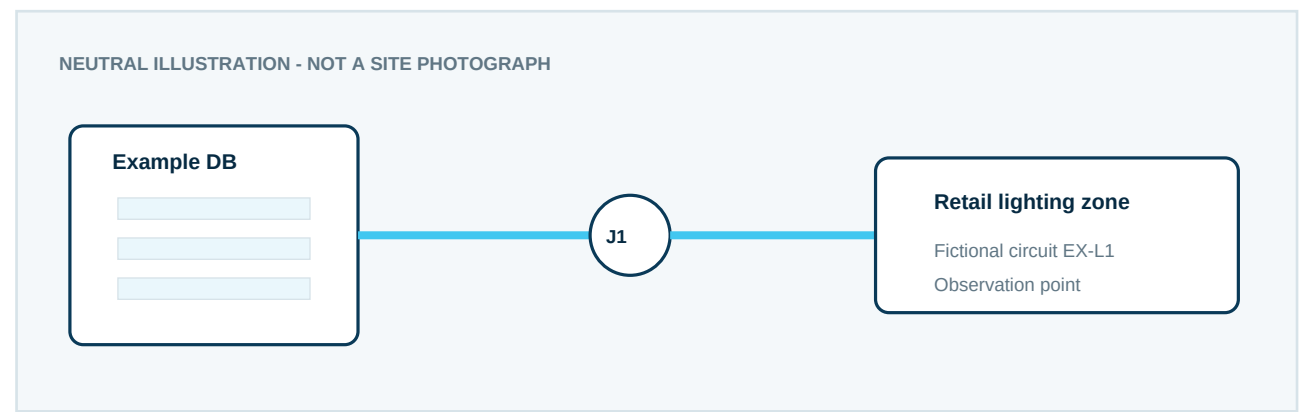


Illustration key

EX-DB1	Fictional local distribution board serving the example retail unit.
EX-J1	Fictional accessible connection point used only in this demonstration.
EX-L1	Fictional lighting circuit associated with the reported symptom.
OBS-01 to OBS-04	Fictional observation references used on the following page.

Evidence standard	A real report would use authorised, non-confidential site photography where appropriate, with each image tied to a location, observation and recommendation. This sample uses a neutral illustration instead.
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04 / OBSERVATIONS

Fictional evidence and practical meaning

Ref	Priority	Fictional observation	Operational meaning
OBS-01	P1	Heat discolouration represented at a local lighting termination.	Keep the affected example zone controlled pending corrective work.
OBS-02	P2	Sample isolator enclosure represented with mechanical damage.	Replace during the same planned visit after confirming the final arrangement.
OBS-03	P3	Fictional circuit reference does not match the sample schedule.	Update identification after the final circuit is verified.
OBS-04	Note	Accessible cable route shown without visible damage in the sample illustration.	No conclusion is made about concealed sections or unrelated circuits.

Risk language

Priorities in this demonstration are a communication tool, not a substitute for the classifications, limitations or certification required by the real scope. A live report would define the meaning of every priority before the table is used for a decision.

05 / SAMPLE TEST RESULTS

Invented readings for format demonstration

Reference	Test	Fictional result	Sample status
EX-L1	Continuity of CPC	0.41 ohm	Recorded
EX-L1	Insulation resistance L-N	>200 Mohm at 500 V DC	Recorded
EX-L1	Polarity	Indicated correct at accessible point	Recorded
EX-L1	Zs	0.78 ohm	Review with final circuit data
EX-L1	Functional check	Intermittent operation represented	Defect remains

Do not use these readings

Every value on this page is invented. The figures must not be compared with, transferred to or relied on for any real electrical installation.

Interpretation approach

A real report would connect each recorded value to the protective device, conductor arrangement, test method, site limitations and applicable decision criteria. A number without that context is not a useful handover.

06 / RISK PRIORITIES

Separate immediate control from planned improvement

P1	Immediate control	Action needed before the affected fictional zone returns to normal use.
P2	Planned corrective work	Arrange and complete the fictional repair under an agreed scope and safe isolation plan.
P3	Improvement	Improve identification and maintenance information after the main defect is resolved.
N	Context note	Useful evidence or limitation that does not itself call for remedial work.

Example decision path

1. Maintain the fictional control on the affected zone. 2. Approve a separate corrective scope. 3. Verify the arrangement during the repair. 4. Test and record the completed work. 5. Update the site record and close the action.

07 / RECOMMENDATIONS AND LIMITATIONS

A practical route to close-out

01	Agree corrective scope	Confirm the fictional isolator, termination and associated identification work to be included.
02	Plan access and isolation	Agree the safe working window, operational impact and person responsible for authorising isolation.
03	Complete and verify	Carry out the fictional repair, complete relevant testing and record any change to the final scope.
04	Document handover	Issue a concise completion record linking the action, evidence and remaining recommendations.

Limitations

This demonstration is not an Electrical Installation Condition Report, installation certificate, completion certificate, quotation or attendance booking. No element was inspected or tested. No statement in it should be applied to a real client, building, circuit or item of equipment.

End of sample

A live BES report would be prepared only from the agreed instruction and evidence obtained for that specific site. Commercial attendance and planned quotation terms would be confirmed separately.

APPENDIX

Sample report structure at a glance

Cover and status	Clear client, site, issue and document status.
Executive summary	The operational issue, immediate control and decision required.
Scope and limitations	What was and was not examined.
Evidence	Referenced observations, authorised photographs or neutral illustrations.
Sample test results	Readings shown with context, limitations and interpretation.
Risk priorities	A consistent route from evidence to action.
Recommendations	Practical sequence, dependencies and close-out requirements.

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**Demonstration
Sample Only**

All names, premises, references, readings, findings and illustrations in this document are fictional.