

| Items              | Potential Risks                       |                        |                             |         |             | Dates   | PAT test regularity     |          |      | Notes | Staff Visual Inspection recommendations                 |      |      |      |      |
|--------------------|---------------------------------------|------------------------|-----------------------------|---------|-------------|---------|-------------------------|----------|------|-------|---------------------------------------------------------|------|------|------|------|
|                    | Class (1 earthed, 2 double insulated) | Public / multiple user | Robust handling damage risk | Outdoor | Regular use |         | Last PAT / new purchase | Next PAT | 6 mo |       | 1 yr                                                    | 2 yr | 3 mo | 6 mo | 1 yr |
| Water Boiler       | Buffalo                               | Kitchen                | 1 x                         |         |             | Nov-21  |                         |          |      | x     | fixed installation                                      | x    |      |      |      |
| Fridge             | Frigidaire                            | Kitchen                | 1 x                         |         |             | Nov-21  |                         |          |      | x     | fixed installation                                      | x    |      |      |      |
| Bosch Fridge       | Bosch                                 | Kitchen                | 1 x                         |         |             | Nov-21  |                         |          |      | x     | fixed installation                                      | x    |      |      |      |
| Kettle             | Tesco                                 | Kitchen                | 1 x                         | x       |             | Nov-21  | Sep-23                  |          | x    |       |                                                         | x    |      |      |      |
| Vacuum cleaner     | Numatic                               | Cleaner store          | 1 x                         | x       |             | Nov-21  | Sep-23                  |          | x    |       |                                                         | x    |      |      |      |
| Floor polisher     | Numatic                               | Cleaner store          | 1 x                         | x       |             | Nov-21  |                         |          |      | x     | Not used                                                |      |      |      | x    |
| Monitor            | Pacific                               | Electrical store       | 2                           |         |             | Nov-21  |                         |          |      | x     | Careful user                                            |      |      |      |      |
|                    |                                       |                        |                             |         |             |         |                         |          |      |       | Class 1 higher risk but stored and used by request only |      |      |      |      |
| Water Boiler (urn) | Cygnat                                | Electrical store       | 1 x                         | x       |             | Nov-21  | Sep-23                  |          | x    |       |                                                         |      |      |      | x    |
| Extension Lead     | Duraplug                              | Electrical store       | 2                           |         |             | Nov-21  |                         |          |      | x     | Careful user                                            |      |      | x    |      |
| You View Box       | You view                              | Electrical store       | 2                           |         |             | Nov-21  |                         |          |      | x     | Careful user                                            |      |      | x    |      |
| CCTV Hardrive      | Annie                                 | Electrical store       | 2                           |         |             | Nov-21  |                         |          |      | x     | Careful user                                            |      |      | x    |      |
| Power Supply       | Cyber                                 | Electrical store       | 2                           |         |             | Nov-21  |                         |          |      | x     | Careful user                                            |      |      | x    |      |
| CCTV monitor       | ASVS                                  | Electrical store       | 2                           |         |             | Nov-21  |                         |          |      | x     | Careful user                                            |      |      | x    |      |
| Transformer        | TDC                                   | Electrical store       | 2                           |         |             | Nov-21  |                         |          |      | x     | Careful user                                            |      |      | x    |      |
| RCD plug           | Time Guard                            | Electrical store       | 1                           |         |             | Nov-21  |                         |          |      | x     | annual use                                              |      |      | x    |      |
| Extension Lead     | Pifgo                                 | Electrical store       | 2                           |         |             | Nov-21  |                         |          |      | x     | Careful user                                            |      |      | x    |      |
| Extension Lead     | Pifgo                                 | Electrical store       | 2                           |         |             | Nov-21  |                         |          |      | x     | Careful user                                            |      |      | x    |      |
| Christmas Lights   |                                       | Electrical store       | 2 x                         | x       |             | Nov-21  |                         |          |      | x     | annual use                                              |      |      |      | x    |
| Christmas Lights   |                                       | Electrical store       | 2 x                         | x       |             | Nov-21  |                         |          |      | x     | annual use                                              |      |      |      | x    |
| Christmas Lights   |                                       | Electrical store       | 2 x                         | x       |             | Nov-21  |                         |          |      | x     | annual use                                              |      |      |      | x    |
|                    |                                       |                        |                             |         |             |         |                         |          |      |       | Monthly meeting use                                     |      |      |      |      |
| Extension Lead     | Wickes                                | Electrical store       | 2 x                         | x       |             | Nov-21  | Sep-23                  |          | x    |       |                                                         |      |      | x    |      |
| POE Injector       |                                       | Electrical store       | 2                           |         |             | Nov-21  |                         |          |      | x     | Careful user                                            |      |      | x    |      |
| POE Injector       |                                       | Electrical store       | 2                           |         |             | Nov-21  |                         |          |      | x     | Careful user                                            |      |      | x    |      |
| POE Router         |                                       | Electrical store       | 2                           |         |             | Jun-23  |                         |          |      | x     | Careful user                                            |      |      | x    |      |
| Router             | Huawei                                | Electrical store       | 2                           |         |             | Nov-21  |                         |          |      | x     | Careful user                                            |      |      | x    |      |
| Printer            | HP                                    | Electrical store       | 2                           |         |             | Nov-21  |                         |          |      | x     | Careful user                                            |      |      | x    |      |
| Kettle Lead        |                                       | Electrical store       | 2                           |         |             | Nov-21  |                         |          |      | x     | Not used                                                |      |      | x    |      |
| Christmas Tree Box |                                       | Old Court              | 2 x                         | x       | x           | Nov-21  | Sep-23                  |          | x    |       | Water ingress risk                                      |      |      |      | x    |
| Laptop Lead        | Dell                                  | Clerk                  | 2                           |         |             | Nov-21  |                         |          |      | x     | Careful user                                            |      |      | x    |      |
| TV                 |                                       | Hall foyer             | 2 x                         |         |             | unknown | Sep-23                  |          |      | x     | fixed installation                                      | x    |      |      |      |
| TV extension lead  |                                       | Hall foyer             | 2 x                         |         |             | Jul-23  |                         |          |      | x     | fixed installation                                      | x    |      |      |      |