



City & Guilds Level 3 Award in the Requirements for Electrical Installations BS 7671:2018 (2382-22)

January 2025 (Version 1.2)

Qualification Handbook

Qualification at a glance

Subject area	5.2 Building and construction
City & Guilds number	2382-22
Age group approved	16-18, 19+
Entry requirements	n/a
Assessment	Multiple Choice online test, E assessment
Grading	Pass / Fail
Approvals	Automatic Approval applies in certain cases
Support materials	Qualification handbook, SmartScreen
Registration and certification	Consult the Walled Garden/Online Catalogue for last dates

Title and level	City & Guilds number	Ofqual number	GLH	TQT
City & Guilds Level 3 Award in Requirements for Electrical Installations BS 7671: 2018	2382-22	603/3319/4	35	40

Version and date	Change detail	Section
v1.0 March 2022	Initial version	Throughout
V1.1 March 2024	Update of Quality Assurance Statement	Centre Requirements
V1.2 January 2025	Handbook transferred to latest version of the template. The section on Quality Assurance has been updated and sections on Inclusion and diversity, and Sustainability have been added.	All
	IET Wiring regulations title updated	Throughout

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1 Introduction

This document tells you what you need to do to deliver the qualification:

Area	Description
Who is the qualification for?	This qualification is primarily aimed at practising electricians with relevant experience and other allied professionals eg surveyors, consultants and other trades needing to update and enhance their understanding of IET Wiring Regulations. It is also suitable for anyone wishing to demonstrate an understanding of the IET 18th Edition Wiring Regulations (BS 7671).
What does the qualification cover?	The IET Wiring Regulations (BS 7671) are the definitive standards for the electrical industry in respect of safe use and operation of electrical equipment and systems. They set requirements and operating criteria for the UK and correspond to EC standards and are recognised by the British Standards Institute as a British Standard (BS 7671). It is intended to ensure that individuals are conversant with the format, content and application of the Requirements for Electrical Installations BS 7671:2018.
What opportunities for progression are there?	It allows candidates to progress into employment or to the following City & Guilds qualifications: <ul style="list-style-type: none">• City & Guilds Level 2 Certificate in Fundamental Inspection, Testing and Initial Verification (2392-10)• City & Guilds Level 3 Certificate in Building Regulations for Electrical Installation Contractors in Dwellings (2393-10)• City & Guilds Level 3 Award in Initial Verification (2391-50)• City & Guilds Level 3 Award in the Periodic Inspection (2391-51)• City & Guilds Level 3 Award in Inspection and Testing (2391-52)• City & Guilds Level 4 Higher Professional Diploma in Building Services Engineering (4467-04)
Who did we develop the qualification with?	This qualification was developed by City & Guilds in conjunction with members of the electrical industry including NICEIC, ECA and is endorsed by Employers.

Structure

To achieve the City & Guilds Level 3 Award in Requirements for Electrical Installations BS 7671: 2018 learners must achieve one mandatory unit.

City & Guilds unit number	Unit title
Mandatory	
622	Understand the requirements of electrical installations BS 7671: 2018 (2022)

Total Qualification Time

Total Qualification Time (TQT) is the number of notional hours which represents an estimate of the total amount of time that could reasonably be expected for a learner to achieve and demonstrate the achievement of the level of attainment necessary for the award of a qualification.

TQT consists of the following two elements:

- 1) The number of hours which an awarding organisation has assigned to a qualification for Guided Learning, and
- 2) an estimate of the number of hours a Learner will reasonably be likely to spend in preparation, study or any other form of participation in education or training, including assessment, which takes place as directed by - but, unlike Guided Learning, not under the Immediate Guidance or Supervision of - a lecturer, supervisor, tutor or other, appropriate provider of education or training.

Title and level	GLH	TQT
City & Guilds Level 3 Award in Requirements for Electrical Installations BS 7671: 2018	35	40

2 Centre requirements

Approval

If your Centre is approved to offer City & Guilds Level 3 Award in The Requirements for Electrical Installations BS 7671: 2018 (2382-18) you will be automatically approved to offer the City & Guilds Level 3 Award in Requirements for Electrical Installations BS 7671:2018 (2382-22).

To offer this qualification, new centres will need to gain both centre and qualification approval. Please refer to the document **Quality Assurance Standards: Centre Approval Process** for further information.

Centre staff should familiarise themselves with the structure, content and assessment requirements of the qualification before designing a course programme.

Resource requirements

Centre staffing

Approved centres must have effective quality assurance systems to ensure optimum delivery and assessment of qualifications. Quality assurance includes initial centre approval, qualification approval and the centre's own internal procedures for monitoring quality. Centres are responsible for internal quality assurance, and City & Guilds is responsible for external quality assurance.

External quality assurance for the qualification will be provided by City & Guilds External Quality Assurers (EQAs). EQAs are appointed by City & Guilds to approve centres, and to monitor the assessment and internal quality assurance carried out by centres. External quality assurance is carried out to ensure that assessment is valid and reliable, and that there is good assessment practice in centres.

To carry out their quality assurance role, EQAs must have appropriate occupational and verifying knowledge and expertise. City & Guilds EQAs attend training and development designed to keep them up-to-date, facilitate standardisation between EQAs and share good practice..

Continuing professional development (CPD)

Centres are expected to support their staff in ensuring that their knowledge remains current of the occupational area and of best practice in delivery, mentoring, training, assessment and quality assurance, and that it takes account of any national or legislative developments.

Quality assurance

Approved centres must have effective quality assurance systems to ensure optimum delivery and assessment of qualifications. Quality assurance includes initial centre approval, qualification approval and the centre's own internal procedures for monitoring quality. Centres are responsible for internal quality assurance and City & Guilds is responsible for external quality assurance. All external quality assurance processes reflect the minimum requirements for verified and moderated assessments, as detailed in the Centre Assessment Standards Scrutiny (CASS), section H2 of Ofqual's General Conditions. For more information on both CASS and City & Guilds Quality Assurance processes visit: the [What is CASS?](#) and [Quality Assurance Standards](#) documents on the City & Guilds website.

Standards and rigorous quality assurance are maintained by the use of:

- Internal quality assurance
- City & Guilds external quality assurance.

In order to carry out the quality assurance role, Internal Quality Assurers must

- have appropriate teaching and vocational knowledge and expertise
- have experience in quality management/internal quality assurance
- hold or be working towards an appropriate teaching/training/assessing qualification

- be familiar with the occupation and technical content covered within the qualification.

External quality assurance for the qualification will be provided by City & Guilds EQA process. EQAs are appointed by City & Guilds to approve centres, and to monitor the assessment and internal quality assurance carried out by centres. External quality assurance is carried out to ensure that assessment is valid and reliable, and that there is good assessment practice in centres.

The role of the EQA is to:

- provide advice and support to centre staff
- ensure the quality and consistency of assessments and marking/grading within and between centres by the use of systematic sampling
- provide feedback to centres and to City & Guilds.

Learner entry requirements

Learners must not be entered for a qualification of the same type, content and level as that of a qualification they already hold.

There are no formal entry requirements for learners undertaking this qualification. However, centres must ensure that learners have the potential and opportunity to successfully gain the qualification.

It is expected that learners will have basic knowledge of electrical science.

Age restrictions

This qualification is approved for learners aged 16 or above.

Access arrangements and reasonable adjustments

City & Guilds has considered the design of this qualification and its assessments in order to best support accessibility and inclusion for all learners. We understand however that individuals have diverse learning needs and may require reasonable adjustments to fully participate. Reasonable adjustments, such as additional time or alternative formats, may be provided to accommodate learners with disabilities and support fair access to assessment.

Access arrangements are adjustments that allow candidates with disabilities, special educational needs, and temporary injuries to access the assessment and demonstrate their skills and knowledge without changing the demands of the assessment. These arrangements must be made before assessment takes place.

The Equality Act 2010 requires City & Guilds to make reasonable adjustments where a disabled person would be at a substantial disadvantage in undertaking an assessment.

It is the responsibility of the centre to ensure at the start of a programme of learning that candidates will be able to access the requirements of the qualification.

Please refer to the Jcq access arrangements and reasonable adjustments and Access arrangements - when and how applications need to be made to City & Guilds for more information. Both are available on the [City & Guilds website](#)

3 Delivering the qualification

Initial assessment and induction

An initial assessment of each learner should be made before the start of their programme to identify:

- if the learner has any specific training needs
- support and guidance they may need when working towards their qualification
- any units they have already completed, or credit they have accumulated which is relevant to the qualification
- the appropriate type and level of qualification.

We recommend that centres provide an induction programme, so the learner fully understands the requirements of the qualification, their responsibilities as a learner, and the responsibilities of the centre. This information can be recorded on a learning contract.

Inclusion and diversity

City & Guilds is committed to improving inclusion and diversity within the way we work and how we deliver our purpose which is to help people and organisations develop the skills they need for growth.

More information and guidance to support centres in supporting inclusion and diversity through the delivery of City & Guilds qualifications can be found here:

[Inclusion and diversity | City & Guilds \(cityandguilds.com\)](#)

Sustainability

City & Guilds are committed to net zero. Our ambition is to reduce our carbon emissions by at least 50% before 2030 and develop environmentally responsible operations to achieve net zero by 2040 or sooner if we can. City & Guilds is committed to supporting qualifications that support our customers to consider sustainability and their environmental footprint.

More information and guidance to support centres in developing sustainable practices through the delivery of City & Guilds qualifications can be found here:

[Our Pathway to Net Zero | City & Guilds \(cityandguilds.com\)](#)

Centres should consider their own carbon footprint when delivering this qualification and consider reasonable and practical ways of delivering this qualification with sustainability in mind. This could include:

- reviewing purchasing and procurement processes (such as buying in bulk to reduce the amount of travel time and energy, considering and investing in the use of components that can be reused, instead of the use of disposable or single use consumables)

- reusing components wherever possible
- waste procedures (ensuring that waste is minimised, recycling of components is in place wherever possible)
- minimising water use and considering options for reuse/salvage as part of plumbing activities wherever possible.

Support materials

The primary publication associated with this qualification is the Requirements for electrical Installations: BS 7671:(2018) 2022 including amendment 3 (2024): IET Wiring Regulations. This publication can be obtained from the IET at www.theiet.org

Candidates will require access to a copy of BS 7671 during the examination. The examination will be based upon this document only.

Centre staff must familiarise themselves with the structure, content and assessment requirements of the qualification before designing a course programme.

Centres may design course programmes of study in any way that:

- best meets the needs and capabilities of their candidates
- satisfies the requirements of the qualification.

This qualification specifically addresses the IET Wiring Regulations 18th Edition: BS 7671:2018 (2022) and delivery methods must concentrate on this publication.

The following resources are available for this qualification

Description	How to access
SmartScreen	www.smartscreen.co.uk

4 Assessment

Candidates must:

- successfully complete one multiple choice online test.

This is an open book assessment and learners will be allowed to take in the following permitted reference material

- Requirements for electrical Installations: BS 7671:(2018) 2022 including amendment 3 (2024): IET Wiring Regulations.

IET wiring regulations books taken into examinations can contain the following:

- Bookmarks (eg blank post-it notes, post-it notes numbered to indicate chapters or corners of pages folded)
- Highlighting of text
- Short notation which cross-references other part of the document.

For more information, please see the permitted reference materials document on the qualification webpage [Requirements for Electrical Installations qualifications and training courses | City & Guilds \(cityandguilds.com\)](https://www.cityandguilds.com/~/media/Qualifications/Level3/Requirements-for-Electrical-Installations-qualifications-and-training-courses)

IET wiring regulations books taken into examinations cannot contain the following:

- Sample exam questions, answers or diagrams
- Any detailed notation in the regulations or accompanying written notes
- Notes, diagrams or any content that may in anyway advantage the candidate in answering questions within the exam.

It is the responsibility of the centre to ensure the material in the candidate's resources cannot unfairly advantage candidates in any way. If there is any doubt over the suitability of content the publication should not be used and replaced with 'clean' regulations.

Many centres may find it easier to continue using 'clean' regulations.

Candidates will also require a non-programmable calculator.

Test Specification

The way the knowledge is covered by this test is laid out in the table below:

Permitted Materials: Requirements for electrical Installations: BS 7671:(2018) 2022 including amendment 3 (2024): IET Wiring Regulations.

Graded: Pass/Fail

Pass Mark: The pass mark for this examination is set at approx. 60%

Test: 2382- 622	Duration: 120 minutes		
Unit	Outcome	Number of questions	%
622	1. Understand the scope, object and fundamental principles of BS 7671.	4	7%
	2. Understand the definitions used within BS 7671.	2	3%
	3. Understand how to assess the general characteristics of electrical installations.	6	10%
	4. Understand requirements of protection for safety for electrical installations.	15	25%
	5. Understand the requirements for selection and erection of equipment for electrical installations.	14	23%
	6. Understand the requirements of inspection and testing of electrical installations.	4	7%
	7. Understand the requirements of special installations or locations as identified in BS 7671.	7	12%
	8. Understand the information contained within Part 8 and the appendices of BS 7671.	8	13%
	Total	60	100

5 Units

Structure of the units

The unit contains the following:

- City & Guilds reference number
- Title
- Level
- Guided learning hours (GLH)
- Unit aim
- Learning outcomes, which are comprised of a number of assessment criteria.

Unit 622

Understand the requirements of electrical installations BS 7671:2018 (2022)

Unit level:	Level 3
GLH:	35
Unit aim:	This unit gives the learner an understanding of the full content of BS 7671, and how this applies to electrical installations within its scope.

Learning outcome

The learner will:

- 1 understand the scope, object and fundamental principles of BS 7671.

Assessment criteria

The learner can:

- 1.1 identify the scope of BS 7671
- 1.2 identify the object of BS 7671
- 1.3 identify the fundamental principles of BS7671.

Learning outcome

The learner will:

- 2 understand the definitions used within BS 7671.

Assessment criteria

The learner can:

- 2.1 interpret the definitions used within BS 7671
- 2.2 relate the definitions to the regulations and appendices of BS 7671.

Learning outcome

The learner will:

- 3 understand how to assess the general characteristics of electrical installations.

Assessment criteria

The learner can:

- 3.1 interpret the requirements of assessing the general characteristics of electrical installations within the scope of BS 7671 including:
- Chapter 31 Purpose, supplies and structure
 - Chapter 32 Classification of external influences
 - Chapter 33 Compatibility
 - Chapter 34 Maintainability
 - Chapter 35 Safety services
 - Chapter 36 Continuity of service.

Learning outcome

The learner will:

- 4 understand requirements of protection for safety for electrical installations.

Assessment criteria

The learner can:

- 4.1 identify the requirements of protection for safety within the scope of BS 7671 including:
- Chapter 41 Electric shock
 - Chapter 42 Thermal effects
 - Chapter 43 Overcurrent
 - Chapter 44 Voltage disturbances and EMI
 - Chapter 46 Isolation and switching.
- 4.2 interpret how this applies to electrical installations within the scope of BS 7671 to include:
- Protection against electric shock
 - Protection against thermal effects
 - Protection against overcurrent
 - Protection against voltage disturbances and electromagnetic disturbances
 - Isolation and switching

Learning outcome

The learner will:

- 5 understand the requirements for selection and erection of equipment for electrical installations.

Assessment criteria

The learner can:

- 5.1 identify the requirements for selecting and erecting equipment and interpret how this applies to wiring systems
- 5.2 interpret how this applies to electrical installations within the scope of BS 7671 to include:
 - Common rules
 - Wiring systems
 - Protection, isolation, switching, control and monitoring
 - Earthing arrangements and protective conductors
 - Other equipment
 - Safety services

Learning outcome

The learner will:

- 6 understand the requirements of inspection and testing of electrical installations.

Assessment criteria

The learner can:

- 6.1 identify the requirements for inspection and testing
- 6.2 interpret how this applies to electrical installations including:
 - Chapter 64 Initial verification
 - Chapter 65 Periodic inspection and testing

Learning outcome

The learner will:

- 7 understand the requirements of special installations or locations as identified in BS 7671.

Assessment criteria

The learner can:

- 7.1 identify the requirements for special installations including:
- Section 700 General
 - Section 701 Locations containing a bath or shower
 - Section 702 Swimming pools and other basins
 - Section 703 Rooms and cabins containing sauna heaters
 - Section 704 Construction and demolition site installations
 - Section 705 Agricultural and horticultural premises
 - Section 706 Conducting locations with restricted movement
 - Section 708 Electrical installations in caravan / camping parks and similar locations
 - Section 709 Marinas and similar locations
 - Section 710 Medical locations
 - Section 711 Exhibitions, shows and stands
 - Section 712 Solar photovoltaic (PV) power supply systems
 - Section 714 Outdoor lighting installations
 - Section 715 Extra-low voltage lighting installations
 - Section 717 Mobile or transportable units
 - Section 721 Electrical installations in caravans and motor caravans
 - Section 722 Electric vehicle charging installations
 - Section 729 Operating and maintenance gangways
 - Section 730 Onshore units of electrical connections for inland navigation vessels
 - Section 740 Temporary electrical installations for structures, amusement devices and booths at fairgrounds, amusement parks and circuses
 - Section 753 Heating cables and embedded heating systems
- 7.2 interpret how these affect the general requirements of the regulations

Learning outcome

The learner will:

- 8 understand the information contained within Part 8 and the appendices of BS 7671.

Assessment criteria

The learner can:

- 8.1 identify the information contained in Part 8 of BS 7671
- 8.2 identify the information in the appendices of BS 7671
- 8.3 specify how the information contained in the appendices is used to support electrical installation activities.

Appendix 1 Relationships to other qualifications

Links to other qualifications

Centres are responsible for checking the different requirements of all qualifications they are delivering and ensuring that candidates meet requirements of all units/qualifications.

Literacy, language, numeracy and ICT skills development

This qualification can develop skills that can be used in the following qualifications:

- Functional Skills (England) – see [City & Guilds Functional Skills](#)
- Essential Skills (Northern Ireland) – see [City & Guilds Essential Skills NI](#)
- Essential Skills Wales – see [City & Guilds Essential Skills Wales](#)

Appendix 2 Sources of general information

The following documents contain essential information for centres delivering City & Guilds qualifications. They should be referred to in conjunction with this handbook. To download the documents and to find other useful documents, go to the **Centre document library** on **www.cityandguilds.com** or click on the links below:

Centre Handbook: Quality Assurance Standards

This document is for all approved centres and provides guidance to support their delivery of our qualifications. It includes information on:

- centre quality assurance criteria and monitoring activities
- administration and assessment systems
- centre-facing support teams at City & Guilds/ILM
- centre quality assurance roles and responsibilities.

The Centre Handbook should be used to ensure compliance with the terms and conditions of the centre contract.

Centre Assessment: Quality Assurance Standards

This document sets out the minimum common quality assurance requirements for our regulated and non-regulated qualifications that feature centre-assessed components. Specific guidance will also be included in relevant qualification handbooks and/or assessment documentation.

It incorporates our expectations for centre internal quality assurance and the external quality assurance methods we use to ensure that assessment standards are met and upheld. It also details the range of sanctions that may be put in place when centres do not comply with our requirements or actions that will be taken to align centre marking/assessment to required standards. Additionally, it provides detailed guidance on the secure and valid administration of centre assessments.

Access arrangements: When and how applications need to be made to City & Guilds

provides full details of the arrangements that may be made to facilitate access to assessments and qualifications for candidates who are eligible for adjustments in assessment.

The **Centre document library** also contains useful information on such things as:

- conducting examinations
- registering learners
- appeals and malpractice.

Useful contacts

Please visit the **Contact us** section of the City & Guilds website

City & Guilds

For over 140 years, we have worked with people, organisations and economies to help them identify and develop the skills they need to thrive. We understand the life-changing link between skills development, social mobility, prosperity and success. Everything we do is focused on developing and delivering high-quality training, qualifications, assessments and credentials that lead to jobs and meet the changing needs of industry.

We partner with our customers to deliver work-based learning programmes that build competency to support better prospects for people, organisations and wider society. We create flexible learning pathways that support lifelong employability because we believe that people deserve the opportunity to (re)train and (re)learn again and again – gaining new skills at every stage of life, regardless of where they start.

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City & Guilds
Giltspur House
5 – 6 Giltspur Street
London
EC1A 9DE

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