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| RECORD OF PORTABLE APPLIANCES TO BE SOLD BY THE GROUPTo be completed by the competent portable appliance tester |
| All portable electrical equipment must be tested and tagged by a competent person (trained, knowledgeable and experienced) before it can be sold in the shop  |
| **Group:** | **Name of competent person:** |
| **Shop address:** |
| Copies of this document will be requested by the health and safety auditor at the annual audit  |
| **Portable electrical equipment** | **Date of test** | **“Passed PAT label” applied** | **Name of Competent person who completed the PAT** | **Date product sold**  |
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