

## FREE FACILITIES &amp; PROPERTY ELECTRICAL EQUIPMENT MAINTENANCE TEMPLATE

# Electrical Equipment Maintenance Checklist

Use this 60-point checklist to maintain electrical equipment across rooms and enclosures, switchboards and panelboards, protective devices, connections and grounding, motors and controls, transformers and UPS systems, portable equipment, environment, safe isolation, corrective work, and final verification.

Property / building

Maintenance date

Electrical asset / zone

Technician / supervisor

Internal Facilities & Property template. Apply manufacturer instructions, electrical safe-work procedures, qualified-person requirements, approved isolation and test methods, OSHA rules where applicable, service contracts, engineering requirements, and local electrical or building regulations.

## 1. Maintenance scope, electrical asset register, criticality, schedules, ownership, and previous issues

1

**Confirm the property, building, floor or electrical zone, maintenance date, operating status, and electrical-equipment maintenance scope are clearly identified.**

CRITICAL

ELECTRICAL

| Electrical Item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Start from the electrical asset register and current PM schedule. Record asset ID, voltage class, location, operating duty, maintenance frequency, and unresolved defects...

2

**Identify each electrical asset in scope by asset ID, location, equipment type, nominal voltage, operating duty, and criticality where applicable.**

CRITICAL

ELECTRICAL

| Electrical Item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Start from the electrical asset register and current PM schedule. Record asset ID, voltage class, location, operating duty, maintenance frequency, and unresolved defects...

3

**Verify the maintenance schedule defines required tasks, frequency, responsible qualified person or contractor, and expected completion date for each sampled asset.**

CRITICAL

ELECTRICAL

| Electrical Item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Start from the electrical asset register and current PM schedule. Record asset ID, voltage class, location, operating duty, maintenance frequency, and unresolved defects...

4

**Review previous electrical faults, trips, overheating reports, nuisance alarms, moisture incidents, damaged enclosures, loose hardware findings, and open corrective work before maintenance.**

ELECTRICAL

| Electrical Item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Start from the electrical asset register and current PM schedule. Record asset ID, voltage class, location, operating duty, maintenance frequency, and unresolved defects...

5

**Confirm current manufacturer instructions, approved electrical-maintenance procedures, safe-work rules, isolation methods, required test procedures, and specialist-service requirements are available.**

CRITICAL

ELECTRICAL

| Electrical Item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Start from the electrical asset register and current PM schedule. Record asset ID, voltage class, location, operating duty, maintenance frequency, and unresolved defects...

6

**Record property, electrical area or asset group, maintenance date, technician, electrical supervisor, facilities owner, contractor where applicable, and next planned maintenance date.**

ELECTRICAL

FINAL STATUS | Enter

ELECTRICAL SUPERVISOR | Enter

FACILITIES APPROVAL | Enter

**Execution tip:** Start from the electrical asset register and current PM schedule. Record asset ID, voltage class, location, operating duty, maintenance frequency, and unresolved defects...

## 2. Electrical rooms, switchboards, panelboards, MCCs, enclosures, access, working space, and housekeeping

7 Inspect electrical rooms, switchboards, panelboards, distribution boards, motor-control centers, control cabinets, and similar equipment included in the maintenance scope. **CRITICAL** ELECTRICAL

Verified

Needs service

Critical

LIVE PHOTO | Add

**Execution tip:** OSHA 1910.303 requires sufficient access and working space around electrical equipment for safe operation and maintenance. Keep electrical working space clear and...

8 Confirm required access and working space around electrical equipment is clear of storage, waste, ladders, cleaning materials, tools, spare parts, furniture, or contractor materials. **CRITICAL** ELECTRICAL

Verified

Needs service

Critical

LIVE PHOTO | Add

**Execution tip:** OSHA 1910.303 requires sufficient access and working space around electrical equipment for safe operation and maintenance. Keep electrical working space clear and...

9 Check equipment doors, covers, dead fronts, filler plates, escutcheons, hinges, latches, locks, fasteners, and enclosure hardware for secure and serviceable condition. **CRITICAL** ELECTRICAL

Verified

Needs service

Critical

LIVE PHOTO | Add

**Execution tip:** OSHA 1910.303 requires sufficient access and working space around electrical equipment for safe operation and maintenance. Keep electrical working space clear and...

10 Verify electrical rooms and equipment areas have suitable illumination, access control, housekeeping, and no obvious condition that could expose equipment to physical damage. **CRITICAL** ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** OSHA 1910.303 requires sufficient access and working space around electrical equipment for safe operation and maintenance. Keep electrical working space clear and...

11 Inspect enclosures for corrosion, impact damage, holes, missing covers, loose panels, damaged seals, water staining, dust buildup, overheating discoloration, or contamination. **CRITICAL** ELECTRICAL

Verified

Needs service

Critical

LIVE PHOTO | Add

**Execution tip:** OSHA 1910.303 requires sufficient access and working space around electrical equipment for safe operation and maintenance. Keep electrical working space clear and...

12 Escalate blocked working space, missing covers, damaged enclosures, water exposure, uncontrolled public access, or other conditions that may prevent safe operation or maintenance. **CRITICAL** ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** OSHA 1910.303 requires sufficient access and working space around electrical equipment for safe operation and maintenance. Keep electrical working space clear and...

### 3. Disconnects, breakers, fuses, protective devices, labels, ratings, and operating condition

13

Inspect visible disconnects, circuit breakers, fuse switches, protective relays, isolators, emergency disconnects, and associated operating handles included in scope.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

[LIVE PHOTO](#) | [Add](#)

**Execution tip:** Protective devices should remain correctly identified and suitable for the installed equipment. Do not substitute breaker, fuse, or protection ratings without approved...

14

Confirm circuit, feeder, equipment, source, and disconnect labels remain legible, durable, and consistent with the electrical asset register or panel schedule.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Protective devices should remain correctly identified and suitable for the installed equipment. Do not substitute breaker, fuse, or protection ratings without approved...

15

Check breaker handles, switches, fuse carriers, interlocks, shutters, mechanical linkages, and external operating mechanisms for damage, looseness, binding, or missing parts.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

[LIVE PHOTO](#) | [Add](#)

**Execution tip:** Protective devices should remain correctly identified and suitable for the installed equipment. Do not substitute breaker, fuse, or protection ratings without approved...

16

Review unexplained breaker trips, fuse operations, protective-relay alarms, repeated resets, or protective-device replacements for root cause and corrective maintenance.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Protective devices should remain correctly identified and suitable for the installed equipment. Do not substitute breaker, fuse, or protection ratings without approved...

17

Verify replacement fuses, breakers, trip units, or protective components match the approved rating and equipment requirements and are not temporarily uprated or bypassed.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Protective devices should remain correctly identified and suitable for the installed equipment. Do not substitute breaker, fuse, or protection ratings without approved...

18

Escalate damaged protective devices, repeated unexplained trips, missing labels, evidence of bypassing, or any condition suggesting overcurrent protection may be compromised.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Protective devices should remain correctly identified and suitable for the installed equipment. Do not substitute breaker, fuse, or protection ratings without approved...

## 4. Connections, terminals, bus interfaces, grounding, bonding, thermal clues, and visible deterioration

19

Inspect accessible and safely observable terminals, lugs, connectors, cable glands, grounding points, bonding jumpers, and external bus or cable interfaces for visible deterioration.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

LIVE PHOTO | Add

**Execution tip:** Internal energized inspection or tightening should only be performed under an approved electrical procedure by qualified personnel. Routine maintenance can still identify...

20

Check for heat discoloration, melted insulation, burned odor, soot, arcing marks, damaged insulation, loose external fittings, corrosion, or abnormal deposits around electrical connections.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

LIVE PHOTO | Add

**Execution tip:** Internal energized inspection or tightening should only be performed under an approved electrical procedure by qualified personnel. Routine maintenance can still identify...

21

Verify grounding and bonding conductors, straps, lugs, enclosure bonds, and visible grounding connections are present, secure, and not intentionally removed or bypassed.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Internal energized inspection or tightening should only be performed under an approved electrical procedure by qualified personnel. Routine maintenance can still identify...

22

Review approved thermal-imaging, torque-verification, resistance, insulation, or other condition-monitoring results where these are included in the maintenance programme.

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Internal energized inspection or tightening should only be performed under an approved electrical procedure by qualified personnel. Routine maintenance can still identify...

23

Confirm abnormal thermal or electrical test results were converted into corrective work rather than repeatedly accepted without investigation.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Internal energized inspection or tightening should only be performed under an approved electrical procedure by qualified personnel. Routine maintenance can still identify...

24

Escalate evidence of overheating, arcing, severe corrosion, damaged insulation, missing bonding, or abnormal test results to qualified electrical personnel for corrective action.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Internal energized inspection or tightening should only be performed under an approved electrical procedure by qualified personnel. Routine maintenance can still identify...

## 5. Motors, starters, contactors, relays, VFDs, control panels, cooling, and driven-equipment interfaces

25

Inspect motors, starters, contactors, overload devices, relays, variable-frequency drives, soft starters, and control panels included in the maintenance scope.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

[LIVE PHOTO](#) | [Add](#)

**Execution tip:** Motor-control maintenance should verify both electrical and mechanical clues. Repeated trips, fan failure, dust buildup, loose terminals, overheating, and abnormal vibration...

26

Check motor and control enclosures, covers, cooling fans, vents, filters, heat sinks, cable entries, glands, labels, and external components for cleanliness and damage.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

[LIVE PHOTO](#) | [Add](#)

**Execution tip:** Motor-control maintenance should verify both electrical and mechanical clues. Repeated trips, fan failure, dust buildup, loose terminals, overheating, and abnormal vibration...

27

Review motor current, temperature, run hours, trip history, overload events, VFD alarms, fault codes, speed commands, and other required readings where included in the maintenance plan.

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Motor-control maintenance should verify both electrical and mechanical clues. Repeated trips, fan failure, dust buildup, loose terminals, overheating, and abnormal vibration...

28

Inspect visible motor leads, flexible connections, terminal boxes, conduit, cable supports, isolators, emergency stops, and local controls for damage or deterioration.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

[LIVE PHOTO](#) | [Add](#)

**Execution tip:** Motor-control maintenance should verify both electrical and mechanical clues. Repeated trips, fan failure, dust buildup, loose terminals, overheating, and abnormal vibration...

29

Confirm cooling fans, ventilation openings, filters, and heat-dissipation surfaces are clean enough for service and not blocked by dust, debris, or nearby storage.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

[LIVE PHOTO](#) | [Add](#)

**Execution tip:** Motor-control maintenance should verify both electrical and mechanical clues. Repeated trips, fan failure, dust buildup, loose terminals, overheating, and abnormal vibration...

30

Escalate repeated motor trips, overheating, abnormal electrical noise, VFD faults, damaged controls, failed cooling, or other defects requiring qualified electrical or mechanical follow-up.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Motor-control maintenance should verify both electrical and mechanical clues. Repeated trips, fan failure, dust buildup, loose terminals, overheating, and abnormal vibration...

## 6. Transformers, UPS systems, batteries, chargers, emergency power interfaces, and condition monitoring

31

Inspect transformers, UPS units, battery systems, chargers, power supplies, automatic-transfer interfaces, and related electrical support equipment included in scope.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

LIVE PHOTO | Add

**Execution tip:** Battery and high-energy electrical systems can present significant hazards. Follow manufacturer instructions and assign intrusive testing or servicing to qualified personnel...

32

Check enclosures, ventilation openings, fans, filters, indicators, displays, alarms, cable entries, and external connections for damage, blockage, corrosion, leakage, or abnormal condition.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

LIVE PHOTO | Add

**Execution tip:** Battery and high-energy electrical systems can present significant hazards. Follow manufacturer instructions and assign intrusive testing or servicing to qualified personnel...

33

Review approved voltage, current, temperature, load, battery-health, charger, runtime, alarm, or diagnostic readings where these are part of the maintenance programme.

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Battery and high-energy electrical systems can present significant hazards. Follow manufacturer instructions and assign intrusive testing or servicing to qualified personnel...

34

Inspect accessible batteries and battery cabinets for swelling, leakage, corrosion, cracked cases, loose supports, damaged terminals, heat, or ventilation issues where safely observable.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

LIVE PHOTO | Add

**Execution tip:** Battery and high-energy electrical systems can present significant hazards. Follow manufacturer instructions and assign intrusive testing or servicing to qualified personnel...

35

Verify battery replacement dates, UPS service intervals, transformer inspections, emergency-power tests, and specialist maintenance records are current where applicable.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Battery and high-energy electrical systems can present significant hazards. Follow manufacturer instructions and assign intrusive testing or servicing to qualified personnel...

36

Escalate battery leakage or swelling, transformer overheating, UPS alarms, charger faults, failed ventilation, repeated transfer faults, or other critical electrical-support issues.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Battery and high-energy electrical systems can present significant hazards. Follow manufacturer instructions and assign intrusive testing or servicing to qualified personnel...

## 7. Portable electrical equipment, cord-and-plug equipment, extension cords, plugs, receptacles, and test instruments

37

Inspect portable cord-and-plug electrical equipment included in the maintenance programme for damaged housings, loose parts, missing guards, or evidence of misuse.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

[LIVE PHOTO](#) | [Add](#)

**Execution tip:** OSHA 1910.334 requires portable cord-and-plug equipment and extension cords to be visually inspected before use on a shift when exposed to damage, and damaged items...

38

Check flexible cords, extension cords, strain reliefs, outer jackets, plugs, pins, connectors, and receptacles for cuts, crushing, exposed conductors, missing pins, looseness, or heat damage.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

[LIVE PHOTO](#) | [Add](#)

**Execution tip:** OSHA 1910.334 requires portable cord-and-plug equipment and extension cords to be visually inspected before use on a shift when exposed to damage, and damaged items...

39

Confirm damaged portable equipment, cords, plugs, or connectors are removed from service and not returned until required repairs and safety checks are complete.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** OSHA 1910.334 requires portable cord-and-plug equipment and extension cords to be visually inspected before use on a shift when exposed to damage, and damaged items...

40

Verify grounding-type plugs and receptacles have not been altered to defeat the grounding connection and unsuitable adapters are not being used.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** OSHA 1910.334 requires portable cord-and-plug equipment and extension cords to be visually inspected before use on a shift when exposed to damage, and damaged items...

41

Inspect test instruments, meters, leads, probes, cables, connectors, and power cords for damage before use and confirm the equipment rating is appropriate for the intended task.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** OSHA 1910.334 requires portable cord-and-plug equipment and extension cords to be visually inspected before use on a shift when exposed to damage, and damaged items...

42

Confirm electrical testing work on circuits or equipment is assigned only to qualified persons under the site's approved electrical-safety procedures.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** OSHA 1910.334 requires portable cord-and-plug equipment and extension cords to be visually inspected before use on a shift when exposed to damage, and damaged items...

## 8. Dust, moisture, corrosion, ventilation, environment, cleaning, fire exposure, and equipment protection

43

Inspect electrical equipment and surrounding areas for dust buildup, conductive contamination, oil residue, fibers, insects, debris, or other material that may affect cooling or insulation.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

LIVE PHOTO | Add

**Execution tip:** Electrical maintenance should address the environment around the equipment. Dust, moisture, condensation, corrosive chemicals, blocked ventilation, and water leaks can...

44

Check for water leakage, condensation, roof or pipe leaks, damp walls, wet floors, corroded cable entries, or other moisture conditions near electrical equipment.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

LIVE PHOTO | Add

**Execution tip:** Electrical maintenance should address the environment around the equipment. Dust, moisture, condensation, corrosive chemicals, blocked ventilation, and water leaks can...

45

Confirm ventilation openings, louvers, equipment fans, room cooling, exhaust, and heat-dissipation paths are not blocked or failed where required for equipment service.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

LIVE PHOTO | Add

**Execution tip:** Electrical maintenance should address the environment around the equipment. Dust, moisture, condensation, corrosive chemicals, blocked ventilation, and water leaks can...

46

Inspect for corrosion, chemical attack, salt exposure, outdoor weather damage, UV deterioration, damaged seals, or unsuitable environmental exposure affecting electrical enclosures.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

LIVE PHOTO | Add

**Execution tip:** Electrical maintenance should address the environment around the equipment. Dust, moisture, condensation, corrosive chemicals, blocked ventilation, and water leaks can...

47

Check fire or smoke damage, soot, heat exposure, sprinkler discharge, flood exposure, or other incident damage is assessed before affected equipment is returned to normal service.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Electrical maintenance should address the environment around the equipment. Dust, moisture, condensation, corrosive chemicals, blocked ventilation, and water leaks can...

48

Create or link facilities, roof, plumbing, HVAC, cleaning, enclosure, or environmental corrective work when site conditions are contributing to repeated electrical deterioration.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Electrical maintenance should address the environment around the equipment. Dust, moisture, condensation, corrosive chemicals, blocked ventilation, and water leaks can...

## 9. Safe maintenance, de-energization, lockout/tagout, qualified persons, PPE, barriers, tools, and return-to-service

49

Confirm maintenance requiring exposure to electrical hazards was planned under the site's approved electrical safe-work procedure and assigned to appropriately qualified personnel.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** OSHA 1910.333 generally requires exposed live parts to be de-energized before work unless a specific exception applies. Electrical servicing should follow the site's...

50

Verify exposed live parts were de-energized before work where required, with approved disconnecting, isolation, lockout or tagout, and verification steps completed.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** OSHA 1910.333 generally requires exposed live parts to be de-energized before work unless a specific exception applies. Electrical servicing should follow the site's...

51

Where energized work was justified under an applicable exception, confirm the required electrical safe-work practices, authorization, approach controls, PPE, tools, and barriers were used.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** OSHA 1910.333 generally requires exposed live parts to be de-energized before work unless a specific exception applies. Electrical servicing should follow the site's...

52

Inspect electrical PPE, insulating tools, shields, barriers, fuse-handling tools, meters, and other protective equipment used for maintenance for required condition and inspection status.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** OSHA 1910.333 generally requires exposed live parts to be de-energized before work unless a specific exception applies. Electrical servicing should follow the site's...

53

Confirm guards, covers, barriers, labels, interlocks, panels, doors, and protective devices removed or defeated for maintenance were correctly restored before energization.

CRITICAL

ELECTRICAL

Verified

Needs service

Critical

LIVE PHOTO | Add

**Execution tip:** OSHA 1910.333 generally requires exposed live parts to be de-energized before work unless a specific exception applies. Electrical servicing should follow the site's...

54

Verify tools, jumpers, temporary grounds, test leads, rags, replacement parts, waste, signs, barricades, and temporary controls were cleared and the equipment was safely returned to service.

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** OSHA 1910.333 generally requires exposed live parts to be de-energized before work unless a specific exception applies. Electrical servicing should follow the site's...

## 10. Maintenance records, test results, defects, corrective work, repeat failures, verification, and final sign-off

55

**Confirm completed electrical-maintenance records identify the asset, date, task, technician or contractor, measurements or tests, parts replaced, observations, and final operating status.**

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Do not close electrical maintenance because the planned task was performed. Close only when abnormal findings are assigned, safety safeguards are restored, and the...

56

**Classify each finding by enclosure, access, protective device, connection or thermal issue, motor or control, transformer or UPS, portable equipment, environment, safe-work control, or other approved category.**

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Do not close electrical maintenance because the planned task was performed. Close only when abnormal findings are assigned, safety safeguards are restored, and the...

57

**Prioritize findings using shock or arc hazard potential, fire risk, asset criticality, service impact, repeated failure, environmental exposure, and urgency.**

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Do not close electrical maintenance because the planned task was performed. Close only when abnormal findings are assigned, safety safeguards are restored, and the...

58

**Create or link corrective electrical work, specialist testing, replacement, engineering review, thermal investigation, enclosure repair, environmental correction, or contractor action with named owners and due dates.**

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Do not close electrical maintenance because the planned task was performed. Close only when abnormal findings are assigned, safety safeguards are restored, and the...

59

**Verify significant corrective work through reinspection, safe functional checks, approved test results, updated thermal images, maintenance reports, restored alarms, or qualified sign-off before closure.**

CRITICAL

ELECTRICAL

| Electrical item | Condition / result | Owner | Evidence | Action |
|-----------------|--------------------|-------|----------|--------|
|-----------------|--------------------|-------|----------|--------|

**Execution tip:** Do not close electrical maintenance because the planned task was performed. Close only when abnormal findings are assigned, safety safeguards are restored, and the...

60

**Record final electrical-maintenance status, critical open defects, equipment restrictions, overdue work, repeat failures, next maintenance date, technician, electrical supervisor, facilities owner, and management approval.**

CRITICAL

ELECTRICAL

FINAL STATUS | Enter

ELECTRICAL SUPERVISOR | Enter

FACILITIES APPROVAL | Enter

**Execution tip:** Do not close electrical maintenance because the planned task was performed. Close only when abnormal findings are assigned, safety safeguards are restored, and the...