

# Checklist for Electrical

INSPECTION CHECKLIST			AFTER COMPLETING YOUR INSPECTION, TRANSFER YOUR CONCERNS/OBSERVATIONS TO THIS AREA				
Date of Inspection:		Inspector:		Facility:		Name:	
Location/Address:				Staff Contact:		Telephone Number:	
Weather Condition:				Date Inspected:		Time:	
ELECTRICAL	Y	N	CONCERNS/OBSERVATIONS	RECOMMENDATION(S)/ACTION REQUIRED	COMPLETED DATE		
<b>Electrical Panels</b>							
Breaker    Fuses    Borrowed							
Is the electrical panel door locked / secured							
Is the door locked							
Is there 3" of clearance provided around all panels and equipment							
Are electrical panels free of discoloration or corrosion							
Are electrical panels properly labeled							
<b>Electrical Wiring and Connections</b>							
Romex Wiring    BX Wiring    Wiring in Conduit							
Knob & tube wiring present							
Ground Fault Circuit Interrupters present within 5" of water sources							
Do Ground Fault Circuit Interrupters function correctly, upon testing							
Are there any exposed electrical junctions or connections							
Is there any discoloration or fraying on wiring evident							
<b>Electrical Equipment Rooms</b>							
Is the electrical room locked and access controlled							
Are electrical rooms free of combustible storage							
Are there fire detection devices present							
Are fire extinguishers							

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ELECTRICAL	Y	N	CONCERNS/OBSERVATIONS	RECOMMENDATION(S)/ACTION REQUIRED	COMPLETED DATE
Are automatic sprinklers present					
Are there any pipes or sources of water present near electrical equipment					
Are there any electrical transformers present					
If yes, provide KVA rating and location					
Are there exterior transformers on the property					
If yes, note location and KVA rating					
Are exterior transformers privately owned					
Are there any back up generators present					
If Yes, provide KW rating and location					
If Yes, provide fuel media, fuel quantity					
If Yes, describe fuel tank and containment features					
Is the back up generator load tested monthly					
Is the back up generator serviced annually					
Extension Cords					
Are electrical cords used as a permanent wiring					
Are electrical cords in good condition, with ground pins in place & not frayed					
Are electrical cords easily visible and do not create a trip hazard					
Are electrical cords run through walls or storage areas					

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