

Location	PS:	Year:				Remarks
	Monthly Checklist	Month				
		Jan	Feb	Mar	Apr	
	overheating, investigate underlying fault, eliminate cause and renew damaged wiring and components as necessary. Record ADWEA power meters.					
Electrical Installation	Visual check for signs of wiring or components overheating, investigate underlying fault, eliminate cause and renew damaged wiring and components as necessary. Inspection, and clean power factor controller.					
PLC Controller, HMI Panels	Check Panel indicators, LED status indicators and diagnostic displays for PLC/RTU and loop checks. Check communication transducers and modems. Check and ensure that alarm settings are operational.					
Instruments & UPS	Visual inspection of LED / diagnostic displays for PLC/RTU. Visually Inspection and cleaning as necessary of all instrumentation. Visual inspection of cabling and cable terminations. Checking of panel indicators, ammeters etc. and switches.					
Rubber Valve	Clean and check for any erosion or clogging.					
Surge Tank	Check the general components of the surge tank, the coating, the pressure.					