

E4 Electrical Installation Checklist	Maintenance Task	Maintenance Frequency			
		Daily	Weekly	Monthly	Annually
Electrical Installation	Check Incomer (Cable and Load side) voltage lamps are working properly. Check battery electrolyte levels and top up. Check operation of all station services including Small Power and Lighting and maintain as required.		X		
Overall Visual Inspection	Visual check for signs of wiring or components overheating, investigate underlying fault, eliminate cause and renew damaged wiring and components as necessary. Visual Inspection, cleaning and repair of power factor controller as required and Replace defective capacitors.			X	
Actuators	Check and adjust limit & torque switch settings for electric actuators.			3	
	Check moisture/oil levels/temperature protection sensors and rectify any defects			3	
	Clean all outside lighting on roads, perimeter walls, fences, paths and including high mast lights.			6	
Annual Inspection	Visual inspection of all cables. Check and record insulation resistance on all incoming and outgoing cables. Check and rectify any damages to earthing system. Conduct and record earthing tests including resistance of earthing points and comply with ADWEA requirements. Check earthing on all Electric and Electronic equipment. Test sockets and outlets for Prospective Short circuit Current and Earth impedance of luminar switches and socket outlets. Test and maintain lightning protection to approved standards Provide Annual inspection/service in accordance with BS 5839 Part 1, 1988.				X