

ELECTRICAL INSPECTION CHECKLIST

Facility: _____ Department _____ Date _____

Production Areas:

Disconnects have proper covers & covers closed & fastened		All seal tight & properly fitted
No flexible cords taped or showing signs of wear		No exposed wires on equipment
Emergency stop devices work		All controls function properly
Indicator lamps operating		Electrical cords do not hang on pipes, nails, hooks
Unused openings are plugged		No cords pass through walls, ceiling, doors or windows
switches & circuit breakers labeled		Electrical panels accessible

Electrical Rooms:

Boxes & Cabinets labeled		Motor control doors/covers closed and latched
All equipment doors of original design		Disconnect arms operate breakers properly
Floors dry		Rubber mats in place
High Voltage Signs Posted		Restricted Access to Room
No signs of deterioration of equipment		Emergency lighting works properly
No Storage in Electrical Room		Ventilation adequate for heat load

Maintenance Shop:

Power cords grounded		No sign of equipment deterioration
No power cords are taped		Plugs properly attached to cords
No broken/cracked handles		Tool Switches operate properly
Extension cords not used for power bench tools		Equipment work lights operate properly
Controls work properly		Auto shut off features work

Office, Labs, Laundry, Breakrooms:

Power cords arranged in a neat and unhazardous manner		Electric heaters unplugged at the end of the day
No cords strung along walkways		Power outlets and electrical devices covered
Coffee pots / warmers turned off at end of the day		Outlets within 6 feet of sinks ground fault protected
On/Off switches function properly on all equipment		Power panels accessible (2 feet on each side and 4 feet in front)