

Maintenance and Operation Department

The monthly protective maintenance for electrical Boards Form

Maintenance Date:		
Building Name and Number:		
Board Number:		
Maintenance Action	Examination status	Notes
Checking wires are connected and that there is no burning or cutting and that it is isolated		
Checking the isolated frame inside the electrical board		
Checking that the electric board is clean of dust and dirt		
Checking cooling fans are functioning and clean		
Checking the filters or replace it if necessary		
Ensure the safety of the locks and the function of the electrical Boards doors		
checking the electrical Board components and partitions are functioning		
checking that the security systems inside and outside the electrical Boards are functioning		
Site Supervisor		Technician
Name:		Name:
Signature:		Signature:

Number: _____

Date: _____