



Distribution Board Maintenance Checklist

9 planned preventive maintenance tasks · Free PDF from PM Assist

A practical starting point for planned preventive maintenance. Always refer to the manufacturer's O&M manual and site-specific requirements.

Visual Checks

- ☐ Visual inspection for signs of overheating, discolouration, or burning
- ☐ Check all circuit breakers are in their correct position (on/off/tripped)
- ☐ Verify the circuit schedule is present, accurate, and legible
- ☐ Inspect cable entries for damage or missing glands
- ☐ Check the board enclosure for physical damage or missing covers
- ☐ Verify the board is accessible and not obstructed

Functional Checks

- ☐ Test RCD and RCBO devices using their integral test buttons

Safety Checks

- ☐ Check that all unused ways are blanked off

Record Keeping

- ☐ Record any tripped circuits and investigate the cause

Maintenance Frequency

Quarterly

- RCD test button check

Annually

- Full visual inspection
- Circuit schedule verification
- Check for loose connections (where safe to do so)

Every 6 Months

- Include in periodic electrical inspection (EICR) programme