



Energy Meter 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

- ☐ Inspect CT wiring connections for tightness and correct phasing
- ☐ Verify meter is correctly labelled with the circuit/tenant it serves

Functional Checks

- ☐ Check the meter display is operational and showing live readings
- ☐ Verify the meter CT ratio matches the installed current transformers
- ☐ Compare meter reading against the main fiscal meter (for sub-meters)
- ☐ Check communication link to BMS or energy management system
- ☐ Check for pulse output or data logging issues
- ☐ Review energy data for anomalies or unexpected consumption patterns

Record Keeping

- ☐ Read and record the cumulative kWh value

Maintenance Frequency

Monthly

- Record cumulative kWh reading
- Check display and communication

Annually

- Verify CT ratio and connections
- Cross-reference with fiscal meter
- Review metering data quality