



High Voltage Switchgear Maintenance Checklist

11 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 of switchgear panels for signs of overheating, tracking, or damage
- ☐ Check panel ventilation openings are clear and fans operational
- ☐ Inspect cable terminations and connections for signs of deterioration

Functional Checks

- ☐ Perform thermographic survey of all accessible connections and busbars
- ☐ Check circuit breaker trip counters and mechanism operation (where possible without de-energisation)
- ☐ Verify protection relay settings match the protection coordination study

Safety Checks

- ☐ Check earth connections and earth fault indicators
- ☐ Verify all interlocks and access restrictions are functional

Record Keeping

- ☐ Record transformer tap positions and load readings
- ☐ Review the single line diagram against actual installation
- ☐ Record all readings, thermal images, and inspection findings

Maintenance Frequency

Annually

- Visual inspection
- Thermographic survey
- Protection relay check
- Record load readings and trip counter

Every 6 Months

- Full switchgear maintenance shutdown
- Circuit breaker servicing
- Insulation resistance testing
- Contact resistance testing
- Protection relay testing