



Low Voltage Switchgear Maintenance Checklist

10 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, arcing, or damage
- ☐ Check panel ventilation and cooling fans are operational
- ☐ Check all labels and circuit schedules are accurate and legible
- ☐ Inspect cable entries and glands for condition and tightness

Functional Checks

- ☐ Perform thermographic survey of all panels and connections
- ☐ Verify RCD and RCBO devices trip within specified time using test button

Safety Checks

- ☐ Check earth bonding connections
- ☐ Verify the switchroom is clean, dry, and free of stored materials

Record Keeping

- ☐ Record load readings on main incomer and major outgoing circuits
- ☐ Review the latest periodic electrical inspection report (EICR)

Maintenance Frequency

Annually

- Thermographic survey
- Visual inspection
- Load recording
- RCD testing
- Switchroom housekeeping check

Every 6 Months

- Circuit breaker servicing (on shutdown)
- Busbar connection torque checks
- Insulation resistance testing
- Protection coordination review