





## Operational Readiness Checklist

### EHS North America Program – Electrical Safety Qualified, Appendix I

Quality Assurance / Quality Control	COMPLETE YES / NO	QEW INITIALS:	Comments
1 - All electrical connections checked for correct termination and tightness?			
2 - All instrument loops have been wire checked / continuity checked?			
3 - Megger and Hi-pot testing is complete and acceptable e.g. Megger ungrounded conductors to ensure no shorts exist (phase to phase, phase to ground)?			
4 - All vendor representative commissioning checks and manufacturers recommended checks are complete?			
5 - Ensure that all applicable quality control and assurance documentation has been completed and a copy is entered into the project file.			
6 – All tools, construction materials, removed and equipment is clean and free of any debris?			
7 – Equipment covers are in place and all bolts installed or if hinged doors, doors closed and latched?			
8 – Equipment labels are in place and match at source, load, and field start/stop station?			
Switching & Isolation	COMPLETE YES / NO	QEW INITIALS:	Comments
1. All branch circuit loads turned off, loads are isolated?			
2. All personnel are clear of equipment, locks and tags removed, permits released?			
3. All Temporary Protective Grounds or Ground Truck and Test Devices are removed and counted?			
4. For outdoor substations all personnel are outside the fence, away from transformers or outside of electrical rooms during energization?			
5. If required approved Electrical Specific PPE, Tools and Equipment are been used for work tasks related to energization and/or re-energization?			
<b>The Electrical equipment or system is complete and safe to energize: (signature and date required)</b>			
Qualified Electrical Workers (QEW) _____			
_____			



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PROJECT POST ENERGIZATION CHECKLIST			
System Phasing (if applicable)	System Phasing Checks Complete _____		
Voltage Verification	_____ Volts A-B	_____ Volts B-C	_____ Volts C-A
	_____ Volts A-G	_____ Volts B-G	_____ Volts C-G
Motor Checks	Rotation check _____	Amp Draw _____ A	Uncoupled Run / RTD Temperatures Stable _____
PROJECT POST ENERGIZATION CHECKLIST	COMPLETE YES / NO	QEW INITIALS:	Comments
1. Has infrared scanning been completed under load?			