

Preventive Maintenance Form for Express Plus Power Block

ChargePoint Preventive Maintenance Service offers physical on-site visits with trained experts to ensure that charging station operations are safe, optimal, and compliant with local regulations and/or practices.

The ChargePoint charging station needs minimal preventive maintenance over its lifetime. ChargePoint's network connection monitors stations for system health and sends alerts when maintenance might be required. A ChargePoint certified technician, should perform the following checks:

Service Provider	
Technician Name	
Company Name	
Email Address	
Phone Number	
Are there additional personnel performing the preventive maintenance with you?	Yes No
Enter all the names of additional personnel performing the preventive maintenance.	

Site	
Street Address	
City	
State	
Zip	
Inspection Type	
Number of Power Link 1000s	
Number of Power Blocks	
Number of Power Hubs	
Work Order Number	
Preventive Maintenance Start Date	
Preventive Maintenance Start Time	

De-energization

	Description	Complete	
	Before beginning Preventive Maintenance, verify you have the following: <ul style="list-style-type: none">• Personal protective equipment• Required tools• Preventive Maintenance checklist		
	Provide photo(s) for Express Plusbreaker.		
	Does electrical disconnecting means appear to be free of damage and in working order?	Yes	No
	Do breakers show any signs of over heating? (Check visual and smell.)	Yes	No
	Is the electrical disconnecting means properly locked out / tagged out?	Yes	No

Questions

For assistance, navigate to chargepoint.com/support and contact technical support using the appropriate region-specific number.

Power Block

	Description	Complete
	Station serial number:	
	Select maintenance type.	Annual 5 Year 10 Year
	What is the Power Block and Power Link 1000 mapping on site?	1PB:1PL 1PB:2PL 2PB:1PL 2PB:2PL Other, specify
	Is there exterior damage to the Power Block skins?	Yes No
	Is the security panel in working order?	Yes No
	Are the panels on the front and back of the upper cabinet clean and allow for proper airflow?	Yes No
	Is the Power Block level?	Yes No
	Are all pedestal cover T30 screws installed?	Yes No
	Are all seven M10 screws and washers per side on the gland plate installed?	Yes No
	Is duct seal compound still applied to seal all conduit and glad plate openings?	Yes No
	Test - is there AC voltage present on the surge arrestor?	Yes No
	Do the 48 V wires appear burnt, melted, or discolored?	Yes No
	Perform push-pull test to ensure 48 V wires are secure.	
	Do the LV wires at the LV circuit breaker (input and output) appear burnt, melted, or discolored?	Yes No
	Perform push-pull test on LV wires at the LV circuit breaker (input and output).	
	Do the LV surge arrestor wires (input and output) appear burnt, melted, or discolored?	Yes No
	Perform push-pull test on LV surge arrestor wires (input and output).	

		Description	Complete	
		Do the AC surge arrestor wires (input and output) appear burnt, melted, or discolored?	Yes	No
		Perform push-pull test on AC surge arrestor wires (input and output)		
		Do the DC surge arrestor wires (input and output) appear burnt, melted, or discolored?	Yes	No
		Perform push-pull test on DC surge arrestor wires (input and output).		
		Do the PCB connectors appear to be properly connected?	Yes	No
		Do the DC fuses appear to be faulted (red fault indication button popped out)?	Yes	No
		Record the DC fuse ampere rating (A).		
		Record the Power Block DC output ampere rating (A).		
		Are there any signs of electrical malfunction (AC and DC terminations)?	Yes	No
		Are all DC lugs torque marks aligned?	Yes	No
		Are all AC lugs torque marks aligned?	Yes	No
		Provide overall photo of AC lugs.		
		Provide overall photo of DC lugs.		
		Drain and replace the upper and lower system coolant (only for 5 and 10 year maintenance).	Completed	Incomplete
		Is the coolant filled and cap installed properly?	Yes	No
		Inspect cooling system tubes, any leaks present?	Yes	No
		Are there any signs of cooling fan failures (burnt, discoloration, or debris in blades)?	Yes	No
		Are there any signs of cooling fan failures (burnt, discoloration, or debris in blades)?	Yes	No
		Are there any signs of rodent infestation?	Yes	No
		Are the plastic safety shields installed on the AC and DC side of the Power Block?	Yes	No



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