

Express Plus Power Link 1000

Commissioning Form

Review Express Plus Documentation

Complete the steps listed here for each Power Link 1000 to ensure it is commissioned as specified. The detailed datasheets, site design guides, and installation guides defining ChargePoint specifications and procedures are available online at: chargepoint.com/guides.

Before Beginning Work

ChargePoint charging stations must be installed and serviced only by qualified personnel, equipped with appropriate personal protective equipment and following proper electrical and work practices.



DANGER: RISK OF SHOCK. Before performing any procedure, the technician must disconnect the power to the charging station at the service panel. Follow local code to de-energize the applicable circuit and lock out/tag out the disconnect before proceeding. Use a multimeter and check that the power is off. Keep power off for the circuit until all cover panels are correctly reinstalled and the work is complete. FAILURE TO FOLLOW THESE INSTRUCTIONS CAN RESULT IN SERIOUS INJURY, LOSS OF LIFE, OR PROPERTY DAMAGE.

Note: Commissioning inspection protocols, measurements, and photo documentation must be completed at the same time as station installation and via the ChargePoint Installer app once it is available.

Before removing any station parts:

- Consult with site personnel for access to site and equipment.
- Verify de-energization and lock out / tag out of all power sources to the station as stated in the shock danger warning above.
- Wear appropriate Personal Protective Equipment (PPE) and verify the station is de-energized.



CAUTION: For all sections below, items marked as **Critical** are essential to prevent hazards or equipment damage.

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- If a **Critical** item does not pass, complete the full inspection but DO NOT energize the site. Contact ChargePoint for next steps. If a **Critical** item passes, complete the inspection and energize the site as authorized.
 - All checks must be completed. Items marked as **Optional** are optional and might not fail commissioning if they are not applicable or separate action can be taken. If an (**Optional**) item is incomplete, describe the reason.
 - Items that require photos must be shared according to the following
 - All photos should be sharp and focused on the item being documented.
 - All photos should be JPEG format. Apple's standard HEIC format is NOT acceptable.
 - The aspect ratio should be 16:9 or 4:3 and resolution should be between 5.0 - 12.1 MP.

After Work

- For ChargePoint managed installations, the Site Commissioning Form and related attachments, such as photos and documents can be submitted via the Work Order associated with the specific installation.
- The Installer must always keep a copy of the Site Commissioning Form and related attachments, such as photos and documents, to be submitted to ChargePoint on request.

IMPORTANT SAFETY INSTRUCTIONS

SAVE THESE INSTRUCTIONS

This manual contains important instructions for Express Plus that shall be followed during installation, operation and maintenance of the unit.

WARNING:



1. Read and follow all warnings and instructions before servicing, installing, or operating the ChargePoint® product. Install and operate only as instructed. Failure to do so may lead to death, injury, or property damage, and will void the Limited Warranty.
 2. Only use licensed professionals to install your ChargePoint product and adhere to all national and local building codes and standards. Before installing the ChargePoint product, consult with a licensed contractor, such as a licensed electrician, and use a trained installation expert to ensure compliance with local building and electrical codes and standards, climate conditions, safety standards, and all applicable codes and ordinances. Inspect the product for proper installation before use.
 3. Always ground the ChargePoint product. Failure to ground the product can lead to risk of electrocution or fire. The product must be connected to a grounded, metal, permanent wiring system, or an equipment grounding conductor shall be run with circuit conductors and connected to the equipment grounding terminal or lead on the Electric Vehicle Supply Equipment (EVSE). Connections to the EVSE shall comply with all applicable codes and ordinances.
 4. Install the ChargePoint product using a ChargePoint-approved method. Failure to install on a surface that can support the full weight of the product can result in death, personal injury, or property damage. Inspect the product for proper installation before use.
 5. The product is not suitable for use in Class 1 hazardous locations, such as near flammable, explosive, or combustible vapors or gases.
 6. Supervise children near this device.
 7. Do not put fingers into the electric vehicle connector, or touch fingers to charging rails.
 8. Do not use this product if any cable is frayed, has broken insulation, or shows any other signs of damage.
 9. Do not use this product if the enclosure or the electric vehicle connector is broken, cracked, open, or shows any other signs of damage.
 10. Wire and wire terminal information are provided in the ChargePoint product Site Design Guide and Installation Guide.
 11. Torques for installation of wire terminals are provided in the ChargePoint product Installation Guide.
 12. The ChargePoint product maximum operating temperature is 50 °C (122 °F).
 13. Site operator is responsible for making sure that no mechanical damage occurs and the pantograph is installed in a location that doesn't present a safety risk. If used carelessly, the pantograph could critically injure someone just from the extension force.
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IMPORTANT: Under no circumstances will compliance with the information in a ChargePoint guide such as this one relieve the user of the responsibility to comply with all applicable codes and safety standards. This document describes approved procedures. If it is not possible to perform the procedures as indicated, contact ChargePoint. ChargePoint is not responsible for any damages that may result from custom installations or procedures not described in this document or that fail to adhere to ChargePoint recommendations.

Document Accuracy

The specifications and other information in this document were verified to be accurate and complete at the time of its publication. However, due to ongoing product improvement, this information is subject to change at any time without prior notice. For the latest information, see our documentation online at chargepoint.com/guides.

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Symbols

This guide and product use the following symbols:



DANGER: Risk of electric shock



WARNING: Risk of personal harm or death



CAUTION: Risk of equipment or property damage



IMPORTANT: Crucial step for installation success



Read the manual for instructions



Ground/protective earth

Illustrations Used in This Document

The illustrations used in this document are for demonstration purposes only and may not be an exact representation of the product. However, unless otherwise specified, the underlying instructions are accurate for the product.

Power Link 1000

	Description	Complete
	Station serial number:	
	Record the station MAC address (to be read from the CPNK below the SIM card):	
	Is the Power Link 1000 connected via a Power Hub?	Yes No
	Does the installation include a Surface Conduit Entry (SCE) kit?	Yes No
	Type of Power Link 1000 install:	Vertical Power Link Pedestal Power Link
	Does the installation include a CMK or Tool Balancer?	CMK Tool Balancer
	Verify that a multimeter test shows 0 volts on the DC conductor bus bar.	
	Verify that the Power Link 1000 anchor bolts (x4) with 76 mm (3 in) above concrete.	
	Verify that at each anchor the washer and a concrete bottom nut is installed.	
	Ensure that at each anchor the leveling nut and washer is installed.	
	Measure the distance between the leveling and concrete bottom nuts approximately 6 mm (1/4 in).	
	Verify that the Power Link 1000 is level.	
	Verify all pedestal top nuts are torqued to 95 Nm (70 ft-lb).	
	Verify there are no metal shavings inside the Power Link 1000.	
	Comments:	
	Verify the 48 VDC LV and Ethernet conduit size does not exceed 21	

	Description	Complete		
	mm (3/4 in).			
	Verify the HV DC conductor conduit size does not exceed 102 mm (4 in).			
	Verify all DC and 48 VDC LV / Ethernet conduit stub-ups are min. 25 mm (1 in) inside the charger.			
	Verify that there are no bell ends on any stub-ups.			
	Verify that the supplied duct seal compound is applied correctly to seal all conduit and gland plates openings.			
	Verify that the Power Link 1000 gland plate is fastened to the station base.			
	Provide a photo of the conduits.			
	Conduit evaluation comments:			
	Record DC conductor wire gauge:			
	Record DC conductor material:	Cu	Al	
	Record DC wire temp rating:			
	Record DC wire insulation type:			
	Record DC wire voltage rating:			
	Record the number of conductors per terminal:	1	2	3
	Record the DC bus bar input used:	A	B	C
	Provide a photo showing the conductor ratings specified above. Include a spec sheet of the conductor if no picture available.			
	Verify that the DC cable connection order is correctly and permanently labeled per the below wiring diagram: "Power Block A1+" on one end and "Power Link 1000 A1+" on the other end.			
	Verify that the DC cable connection order is correctly and permanently labeled per the below wiring diagram: "Power Block A1-" on one end and "Power Link 1000			

	Description	Complete
	A1-" on the other end.	
	Verify that the 48 VDC LV wiring sized 6 mm ² (10 AWG).	
	Verify that the 48 VDC LV wiring is rated for 600 V / Cu / 90°C.	
	Verify that the 48 VDC LV and any shunt trip wires are stripped to 20 mm (13/16 in) each.	
	Photo the 48 VDC LV and shunt trip wires are stripped.	
	Apply pull push on the 48 VDC LV wires terminal to verify they are correctly seated.	
	Perform a pull push test on 48 VDC LV surge arrestor wires (input and output).	
	Perform a pull push test on DC surge arrestor wires (input and output).	
	Conductors and cables comments:	
	Verify that an outdoor rated, CAT6, Shield Twisted Pair (STP) Ethernet communication cable installed.	
	Verify that the communication cable is field-crimped in a straight-through 568B pattern.	
	Verify that the communication cable passes functional testing.	
	Verify that the Ethernet cable is: • Terminated using RJ45 connectors. • Has no stray wires in the crimp. • Has a maximum run length of 100 m (328 ft). • Terminated using grounded conductors (at the Power Block only).	
	Verify that Ethernet cable routed from the Ethernet surge arrestor plugs into the right port of Falcon. Verify that Ethernet cable routed from the MDS plugs into the left port of Falcon.	

	Description	Complete
	Verify that all compression lugs are used and crimped correctly.	
	Verify that dielectric grease is used on all DC lugs.	
	Verify M12 bolts are used for the DC lugs.	
	Verify all lugs are torqued to 21 Nm (185.9 in-lb) and Verify all lugs are torque marked.	
	Provide a photo of the DC lug connection.	
	Verify the ground wire is landed on one of the ground studs on the sides of the frame.	
	Verify ground lug is torqued to 6.8 Nm (60 in-lb) and torque marked.	
	Record the ground wire impedance.	
	Provide a photo of the ground lug connection.	
	Lugs comments:	
	Verify that the positive and negative DCSC (DC Smart Cable) conductors are landed on the front tabs of the MDS box.	
	Verify each combined washer-nut to is torqued to 6.8 Nm (60 in-lb). Verify all torqued power connections are marked with a paint pen.	
	Verify the polarity of the DCSC wires (Red - Positive, Black - Negative).	
	Verify the DC fuse continuity using a DMM.	
	Verify that the DCSC ground wire on the ground stud inside the shoulder opening is installed and Torqued to 6.8 Nm (60 in-lb).	
	Verify that the DCSC Ethernet, the 4-Pin LED connector and the 48V relay controller are connected and push / pull tested (repeat for	

	Description	Complete
	second DC cable if present).	
	Verify that the P238-18 connector is inserted to the left port (Port-3) and P238-17 connector inserted to the right port (Port-1).	
	Provide a photo for both of the DCSC cable connections (if present).	
	Surface Conduit Entry (SCE) installations only: verify that epoxy is applied on pedestal anchor bolts.	
	Surface Conduit Entry (SCE) installations only: verify that surface conduit can enter from the pedestal back, or approach from one side through a 90 degree elbow to the pedestal back.	
	Verify that both doors are grounded with a grounding strip.	
	Chassis comments:	
	Verify reed sensor alignment in the below areas: Main door behind Falcon, In lower pedestal on interior cover.	
	The Power Link 1000 must always sit 457 mm (18 in) above grade to comply with flood regulations.	
	The Power Link 1000 charging handle must sit no higher than 1219 mm (48 in) above grade level.	
	Verify that the rating label is applied on outer body of the Power Link 1000, verify the label serial number and output rating are correct.	
	Turn on the LV 48V breaker.	
	Turn on the DC Disconnect (If present).	
	Verify that the Power Link 1000 is completely closed off.	
	Verify all vinyl cover panels are	

	Description	Complete
	aligned.	
	Verify the vinyl velcro is applied.	
	Verify that charging cables are sitting correctly in the holsters (if applicable).	
	CMK Installations: verify that all back screws for the swing arm are torqued at 6.8 Nm (60 in-lb).	
	CMK Installations: verify that the install height of the CMK is 2400 mm (7 ft 11 in). Note: The CMK can be lowered by 203 mm (8 in) by utilizing the upper and middle keyholes to allow for installations with low overhead clearance.	
	Tool Balancer installation: verify that the M8 nut in the eyelet is torqued to 20 Nm (177 in-lb).	
	Tool Balancer installation: ensure the dial balancer is rotated as per the reference table.	
	[CRITICAL] Using a Sniper cellular signal detector or equivalent, test the location of every station and ensure it meets minimum RSRP measured at -90 dBm or better.	
	[CRITICAL] Using a Sniper cellular signal detector or equivalent, test the location of every station and ensure it meets minimum RSRQ at -12.5 dB or better.	
	Cellular evaluation comments:	
	[CRITICAL] Contact ChargePoint to complete activation and software update.	
	Activation and firmware comments:	
	Perform coolant priming.	
	Verify and top-up coolant level.	
	Verify current software version.	
	Ensure Power Block is activated.	

Acknowledgment

I, _____, hereby confirm the following:

- All instructions in the Installation Guide have been followed
- Torqued all fasteners to the correct torque values using an appropriate tool
- The electrical system complies with all local codes, norms, standards, and regulations. This includes but is not limited to health and safety regulations, electrical regulations, building regulations, manufacturer specifications, and requirements of the local authorities.
- I certify that the scope of work has been completed correctly and that the station has no functional, electrical, or safety issues

Name and signature of the technician who commissioned the stations.

Name: _____

Company: _____

Signature	Date

Legal Disclaimer

ChargePoint is not responsible for verifying this information, and the creator of the protocol remains responsible for this information.

ChargePoint accepts no ongoing responsibilities for the electrical design and the installation specifics.



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