

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.

Warranty Implication



IMPORTANT: Please be advised that all installation, commissioning, and break-fix services must be performed by a ChargePoint-certified technician. Engaging non-certified personnel for these services will result in warranty implications, as doing so constitutes a breach of policy.

Support Services

<https://www.chargepoint.com/legal/support-services>

For more information about ChargePoint's training and certification program, visit <https://www.chargepoint.com/partners/training-certification>

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	Status/Comments	
	1. Before beginning Preventive Maintenance, verify you have the following: • Personal protective equipment • Required tools • Preventive Maintenance checklist		
	2. Provide photo(s) for Express Plus breaker.[UPLOAD PHOTO]		
	3. Confirm electrical disconnecting means appear to be free of damage and in working order.	Pass	Fail
	4. Confirm breakers show no signs of overheating (visually and/or smell).	Pass	Fail
	5. Confirm the electrical disconnecting means is properly locked out / tagged out.	Pass	Fail

Questions

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

Power Block

	Description	Status/Comments
	1. Station serial number:[UPLOAD PHOTO]	
	2. Select maintenance type.	Annual 5 Year 10 Year
	3. What is the Power Block and Power Link 1000 mapping on site?	1PB:1PL 1PB:2PL 2PB:1PL 2PB:2PL Other, specify
	4. Confirm there is no exterior damage to the Power Block skins. [UPLOAD PHOTO]	Pass Fail
	5. Confirm the security panel is in working order.	Pass Fail
	6. Confirm the panels on the front and back of the upper cabinet are clean and allow for proper airflow.	Pass Fail
	7. Confirm the Power Block is level.	Pass Fail
	8. Confirm all pedestal cover T30 screws are installed.	Pass Fail
	9. Confirm all seven M10 screws and washers per side on the gland plate are installed.	Pass Fail
	10. Confirm duct seal compound is applied to seal all conduit and gland plate openings.	Pass Fail
	11. Test - Verify there is no AC voltage present on the surge arrestor.	Pass Fail
	12. Confirm the 48 V wires do not appear burnt, melted, or discolored.[UPLOAD PHOTO]	Pass Fail
	13. Verify 48 V wires are secure (perform push-pull test).	Pass Fail
	14. Confirm the LV wires at the LV circuit breaker (input and output) do not appear burnt, melted, or discolored.[UPLOAD PHOTO]	Pass Fail
	15. Verify LV wires at the LV circuit breaker (input and output) are secure (perform push-pull test).	Pass Fail
	16. Confirm the LV surge arrestor wires (input and output) do not appear burnt, melted, or discolored.[UPLOAD PHOTO]	Pass Fail
	17. Verify LV surge arrestor wires (input and output) are secure (perform push-pull test).	Pass Fail
	18. Confirm the AC surge arrestor wires (input and output) do not appear burnt, melted, or discolored.[UPLOAD PHOTO]	Pass Fail

	Description	Status/Comments	
	19. Verify AC surge arrestor wires (input and output) are secure (perform push-pull test).	Pass	Fail
	20. Confirm the DC surge arrestor wires (input and output) do not appear burnt, melted, or discolored.[UPLOAD PHOTO]	Pass	Fail
	21. Verify DC surge arrestor wires (input and output) are secure (perform push-pull test).	Pass	Fail
	22. Confirm the PCB connectors appear to be properly connected. [UPLOAD PHOTO]	Pass	Fail
	23. Confirm the DC fuses do not appear to be faulted (red fault indication button not popped out).[UPLOAD PHOTO]	Pass	Fail
	24. Record the DC fuse ampere rating (A).[UPLOAD PHOTO]		
	25. Record the Power Block DC output ampere rating (A).		
	26. Confirm there are no signs of electrical malfunction (AC and DC terminations).	Pass	Fail
	27. Confirm all DC lugs torque marks are aligned.[UPLOAD PHOTO]	Pass	Fail
	28. Confirm all AC lugs torque marks are aligned.[UPLOAD PHOTO]	Pass	Fail
	29. Provide overall photo of AC lugs.		
	30. Provide overall photo of DC lugs.		
	31. Confirm the coolant is filled and the cap is installed properly.	Pass	Fail
	32. Verify no leaks are present in cooling system tubes.	Pass	Fail
	33. Verify there are no signs of cooling fan failures (burnt, discoloration, or debris in blades).[UPLOAD PHOTO]	Pass	Fail
	34. Confirm there are no signs of rodent infestation.	Pass	Fail
	35. Confirm the plastic safety shields are installed on the AC and DC side of the Power Block.	Pass	Fail

5-Year / 10-Year Maintenance

	Description	Status/Comments
	1. Drain and replace the upper and lower system coolant.	