

Logo	Camp Electrical Inspection Checklist	Doc Ref #: XYZ/IMS/QHSE/F/00 Issue Date: DD-MM-YYYY Rev #: 00 Page 1 of 3
	QHSE Forms	
	Organization Name	

Project Name		Checklist Sr. #	
Project Ref #		Site & Location	
Inspected By		Approved By	

Camp Electrical Inspection is done to check and evaluate the effectiveness of the safety standards at the worksite, and ensure all of the electrical appliances are safe, well maintained, and safe for use. If anything is found faulty, defective, or poorly maintained, should be removed from worksite and replaced with substitute.

Tick (✓) the correct option against every criterion.

S/#	Description	Yes	No	Remarks
General Requirements				
1	Inspection is carried out by competent person in the presence of other staff members?			
2	Inspection scope is communicated to all workers involved in the task?			
3	Machines operators are readily available onsite for inspection?			
4	Equipment and tools needed for inspection are readily available onsite?			
5	Equipment maintenance plan is available onsite?			
Equipment				
6	All ladders and step ladders are made of non-conductive material e.g., plastic, wood, etc., and present in good condition, safe for use?			
7	All hand tools are in good condition and properly insulated?			
8	Electrical consumption meter is installed and functional?			
9	Insulated tools and equipment are available for work at site?			
10	Defective tools and equipment are removed from site?			
Electrical Safety Inspection				
11	Automatic circuit breaker is installed and functional?			
12	All equipment are earthed and bonded?			
13	Voltage is decreased to protect the workers from electrocution?			
14	Emergency shut down button is installed and functional?			
15	All power outlets are fully covered and labelled?			
16	Firefighting arrangements for electrical fires are made and functional?			
Main Distribution Box				
17	Main distribution box is in safe location and locked?			
18	All buttons in main distribution box are labelled?			
19	Main distribution box is fully earthed?			

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Tick (✓) the correct option against every criterion.				
S/#	Description	Yes	No	Remarks
20	Circuit breakers are in good condition and functional?			
21	Emergency power cut mechanism is installed and functional?			
Generator Safety				
22	Generator ignition/turnoff switch is working properly?			
23	Cable integrity is ok?			
24	Generator is completely earthed?			
25	Generator is installed with emergency shut down button?			
26	Generator is placed in a safe location away from flammable liquids?			
General Safety Requirements				
27	PPEs signs are placed on worksite?			
28	Workers are trained to wear PPEs when working with electricity?			
29	Voltage signs are displayed on equipment and machinery?			
30	First aid kits and firefighting equipment are labelled and placed?			
31	Emergency signs are placed and irrelevant signs are removed?			
32	Emergency communication means and contact numbers are provided?			
33	Lockout and Tagout procedure & Isolation procedure is applicable?			
34	Emergency drills and trainings are conducted on regular basis?			
35	Worker's training record is maintained?			
Observations		Recommendations		
Observation 1:		Recommendation 1:		
Observation 2:		Recommendation 2:		
Observation 3:		Recommendation 3:		
Observation 4:		Recommendation 4:		
Observation 5:		Recommendation 5:		
Observation 6:		Recommendation 6:		

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Tick (✓) the correct option against every criterion.				
S/#	Description	Yes	No	Remarks
Observation 7:		Recommendation 7:		
Observation 8:		Recommendation 8:		

Evidence References			
S/#	Evidence Name/ Ref #/ Sr. #	S/#	Evidence Name/ Ref #/ Sr. #

Prepared By	Site Manager	Approved By
Name:	Name:	Name:
Designation:	Designation:	Designation:
Signature:	Signature:	Signature:

Inspection Date & Time	HSEQ Stamp
Date:	
Time:	