

ELECTRICAL SYSTEM ASSESSMENT CHECKLIST

A Practical Guide for Evaluating Electrical
System Condition and Performance

PROPERTY NAME: _____ DATE: _____ INSPECTOR: _____



PROPERTY & SYSTEM OVERVIEW

Evaluate the overall condition, capacity, and performance of the electrical system based on a visual assessment and available records.

Building Use / Type: _____

Year Built: _____

Total Building SF: _____

Electrical Service (Amps / Volts): _____

Number of Electrical Panels: _____

System Type:

☐ 120/208V ☐ 277/480V ☐ Other _____

Utility Service: ☐ Overhead ☐ Underground

Emergency Power: ☐ Generator ☐ None ☐ Other _____



ACCESS & OBSERVATIONS

- ☐ Adequate access to electrical rooms / panels
- ☐ Panels and equipment labeled
- ☐ Clear working space (36" minimum)
- ☐ No signs of water intrusion
- ☐ No signs of overheating or arcing
- ☐ No obstructions in electrical rooms

NOTES: _____



MAINTENANCE & DOCUMENTATION

- ☐ Preventive maintenance performed regularly
- ☐ Thermal scans available (within past 3 years)
- ☐ Electrical testing records available
- ☐ One-line diagram available and current
- ☐ Spare parts inventory available

NOTES: _____



ELECTRICAL COMPONENTS CHECKLIST

Check the observed condition of each major electrical component.

COMPONENT	CONDITION			
	Good	Fair	Poor	N/A
Service Entrance / Utility Equipment	☐	☐	☐	☐
Main Switchgear / Main Breaker	☐	☐	☐	☐
Distribution Panels	☐	☐	☐	☐
Panelboards / Subpanels	☐	☐	☐	☐
Branch Circuit Wiring	☐	☐	☐	☐
Conduits & Raceways	☐	☐	☐	☐
Transformers	☐	☐	☐	☐
Lighting Systems	☐	☐	☐	☐
Receptacles / Outlets	☐	☐	☐	☐
Switches	☐	☐	☐	☐
Grounding & Bonding	☐	☐	☐	☐
Surge Protection Devices	☐	☐	☐	☐
Emergency Power System	☐	☐	☐	☐
Fire Alarm System Interface	☐	☐	☐	☐



CODE & SAFETY COMPLIANCE

- ☐ Panels have proper covers and dead fronts
- ☐ Circuit directories are complete and accurate
- ☐ Arc flash labels present (if applicable)
- ☐ GFCI / AFCI protection where required
- ☐ Exit and emergency lighting operational
- ☐ Fire alarm system functional

NOTES: _____



SYSTEM PERFORMANCE INDICATORS

- ☐ System capacity meets current demand
- ☐ Equipment operating within normal limits
- ☐ No frequent breaker tripping
- ☐ Power factor acceptable
- ☐ Voltage levels stable
- ☐ Minimal voltage drop observed

NOTES: _____



CONDITION RATING GUIDE

Rate each system based on the overall observed condition and remaining useful life.

CONDITION RATING	DESCRIPTION	ESTIMATED REMAINING USEFUL LIFE
1 - EXCELLENT	New or like-new condition. No issues observed.	15+ Years
2 - GOOD	Well-maintained with normal wear.	10 - 15 Years
3 - FAIR	Moderate wear. Some components nearing end of service life.	5 - 10 Years
4 - POOR	Significant wear. Frequent repairs needed.	2 - 5 Years
5 - CRITICAL	System at or beyond end of useful life. Replacement recommended.	0 - 2 Years



ELECTRICAL SYSTEM SUMMARY

Provide an overall condition rating and summary for each major system.

SYSTEM / COMPONENT	LOCATION	MANUFACTURER / MODEL	CONDITION RATING (1 - 5)	ESTIMATED REMAINING USEFUL LIFE	COMMENTS / OBSERVATIONS



IMMEDIATE CONCERNS

List any critical issues that require immediate attention.

- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____



RECOMMENDED ACTIONS

Summarize recommended repairs, replacements, or further evaluations.

- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____



CAPITAL PLANNING NOTES

Considerations for future planning and budgeting.



NEXT STEPS

- ☐ Obtain detailed reports or testing if needed
- ☐ Develop repair / replacement plan
- ☐ Budget for upgrades or replacements
- ☐ Schedule follow-up assessment

NOTES: _____



OVERALL ASSESSMENT SUMMARY

Overall Electrical System Condition Rating (1 - 5):

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Overall Comments: _____

Inspector Name: _____

Company: _____

Date: _____

Signature: _____



Proactive electrical system evaluations help reduce risk, improve reliability, and support smarter capital planning.

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