

Pole Mounted Switch Checklist

Project/ Job name: _____

Location of Work: _____

Drawing No: _____

Manufacture: _____

Model/Size: _____

Serial Number HV Switch: _____

Check the following items	OK	Remedial Action/ Comments/Feedback
1. Site Clean		
2. Check Ground is Level and access to asset is OK		
3. Check Concreting is OK and to relevant Standard		
4. Neutral/Earth connection to standards		
5. Check Signage is Correct and OK		
6. Check Switch Numbering is Correct and Installed OK		
7. Check Asset Numbering (Streetlight/ Substation /Test /Pole Etc) is Correct and Installed OK		
8. Check switch at adequate height and accessible		
9. Check Gas Level OK		
10. Control box installed correctly (GCR/GBS)		
11. HV Bushings OK - No Damage		
12. LA's connected correctly - Wired Correct		
13. Check wiring is completed to relevant standard and of good workmanship		
14. All Connections tight to relevant Torque		
15. Locks installed functional and doors/lids in working order		
16. Status indicators on switch Correct		
17. Switchgear (HV/LV) is functional		

Inspected by (print name): _____

Inspected by signature: _____

Date inspected: _____

TO BE FILLED BY OFFICER IN CHARGE OF CONSTRUCTIONS Verify below forms/certificates comply and results are OK for energising the asset	OK	Remedial Action/ Comments/ Feedback
Verify that the above checklist has been completed		
Earthing Installation Resistance Certificate of Test Received		

Officer in charge of construction (print name): _____

Signature: _____

Date: _____