

# QUARTERLY MAINTENANCE INSPECTION CHECKLIST

## Electrical (E)

**Date of inspection-** spell out the month! (30 MARCH 2020) \_\_\_\_\_

**Name of inspector (print) :** \_\_\_\_\_

**DIRECTIONS:** Print this checklist and take it with you as you do your work. If any item **FAILS** inspection, **enter notes** to explain what you found. Submit to the Captain for signature when complete.

**HELM CONNECT ENTRY-** If the system is not in good working order, choose FAIL in the Helm record and complete a new, separate task for what needs to be done to return it to good working order. Finish this part of the QMI inspection and keep the new task open until repairs are completed.

**NAMING THE NEW TASK-** The task title in the description field should **start with the item number** on the list **followed by a short description**. For example: "E5- Electric wires hanging loose from ceiling in walkway".

**General Housekeeping (circle one)- PASS / FAIL**

**If FAIL, list new helm task #s here:** \_\_\_\_\_

| Item # | Description  | OK | N/A | Needs repair / attention |
|--------|--|----|-----|--------------------------|
| E1     | Has the emergency circuit been tested?   |    |     |                          |
| E2     | Has the electrical supply to navigation lights been checked for damage/safety aspects?   |    |     |                          |
| E3     | Have breaker panel doors and electrical motor closures been checked for damage or missing doors?   |    |     |                          |
| E4     | Have lights throughout accommodations, bathrooms and engine room been checked and found with globes and fitted guards, where required?                     |    |     |                          |
| E5     | Has the electrical wiring been examined? Is it <b>properly supported and in good condition</b> ? Has the electrical system been checked for open circuits? |    |     |                          |
| E6     | Has the electrical conduit on deck been examined recently? (Note: Damaged areas are to be replaced or repaired.)   |    |     |                          |
| E7     | Are through bulkhead penetrations sealed properly?   |    |     |                          |
| E8     | If any of the generators are not working and/or have been disabled, <b>has it been brought to the attention of the class surveyor</b> ?                    |    |     |                          |
| E9     | Are electrical switchboard meters and indicator lights functioning properly?   |    |     |                          |
| E10    | Have all motor control panels been examined recently and are they in good repair and working order?  |    |     |                          |
| E11    | Is <b>non-conducting matting (material) provided</b> at each switchboard, both in the front and behind? Are they also fitted at the emergency switchboard? |    |     |                          |
| E12    | Are the starting batteries for the emergency generator in good order?  |    |     |                          |

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|        |  |  |  |  |
|--------|--|--|--|--|
| E13    | Have the emergency power batteries been checked or serviced in the previous 30 days?   |  |  |  |
| E14    | Has the emergency generator been run in the last 30 days?  |  |  |  |
| E15    | Do all emergency lights illuminate when tested? When power fails?  |  |  |  |
| E16    | Are electrical connections on temporary deck equipment properly secured and protected?   |  |  |  |
| E17    | Emergency Lights - <b>Marked with "E"</b> , come on for test, or power out?  |  |  |  |
| E18    | Have lights been checked for proper wiring in main deck house?   |  |  |  |
| E19    | Is the insulation reading normal for steering gear motors? (Megger)  |  |  |  |
| E20    | Are temporary power cords secured to prevent accidental disconnect, tripping hazards   |  |  |  |
| E21    | Are electrical and pneumatic power tools found equipped with the manufacturer provided safety guards and observed in this condition when in use? |  |  |  |
| E22    | Are Electric cords on power tools in undamaged condition (no cuts, nicks, splices, tape overs, grounding prong removed)?                         |  |  |  |
| E23    | Is an emergency stop or dead man switch installed on drill presses and bench grinders?   |  |  |  |
| E24    | Is a method for periodically checking and monitoring the condition of all wet cell batteries being followed and documented?                      |  |  |  |
| E25    | Has discontinued, disconnected old wiring been removed?  |  |  |  |
| NOTES: |  |  |  |  |
|        |  |  |  |  |