

PROJECT NAME & DETAILS

CHECK LIST FOR:		Form No:			
INSTALLATION OF SMDB		Rev. No : 0			
SUBCONTRACTOR <input checked="" type="checkbox"/>	CONTRACTOR <input type="checkbox"/>	Page : 1 of 2			
SECTION OF WORK: Electrical		LOCATION:			
LEVEL:		WIR No.:			
STAGE	ITEM	Checked by		Checked by	Date
		S/C	CONT		

SETTING OUT	Check Layout				
	Check Level, Check level depth.				
MEP/CIVIL	Check for Services Clearances, and the same approved by consultant site team (civil)				
Installation of SMDB's	1. Check if the panel boards are as per specification and approved material submittal.				
	2. Check if there are any discrepancies, damage etc., found with the equipment's to be installed.				
	3. Check if the working area is clean, safe and hazard free to undertake the installation activities.				
	4. Check if all panel boards with related voltmeters, ammeters and energy meters of a type are supplied and meet with ADDC requirements.				
	5. Check if the installations are done as per approved shop drawing submittals.				
	6. Check if proper connection for cable trays with SMDBs is done rigidly with proper supports and in exact positions.				
	7. Check if heights shall be maintained as per approved shop drawings so that easy access for termination of cables and other maintenance works can be carried				
	8. Check if the termination of wires and cables are done with proper glanding and lugs fixing without sharp edges and unused knock outs left.				
	9. Check if all cable entries are closed and sealed in a proper way.				
	10. Check if provided with proper earthing connections as per approved shop drawings and correct size.				
	11. Check if the metering devices shall be provided to monitor status of voltage, current, and fault conditions.				

For S/C QA/QC:	Date:	FOR CONTRACTOR QA/QC:	Date:	For CONS. Rep.:	Date:
Name:	Sign:	Name:	Sign:	Name:	Sign:

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	1. Ensure only trained/ Authorised & licensed persons only shall operate the power tools.				
	2. Ensure that barricade & warning boards on the area are available prior to installation.				
	3. Ensure that Temporary live cable management plan shall develop and implemented.				
	4. Ensure all electrical tools to be used in the installation are not damage.				
	5. Ensure that Necessary PPE to be worn while working in energized circuits				
	6. Check that LOTO procedure implemented and followed.				
	7. Ensure PTW to be applied and obtained to start work on the required area.				
	8. Emergency response plan & procedure shall be developed and established as per the site condition during the execution of activity				
	9. Calibrated Instruments only to be used.				

For S/C QA/QC:	Date:	FOR CONTRACTOR QA/QC:	Date:	For CONS. Rep.:	Date:
Name:	Sign:	Name:	Sign:	Name:	Sign: