

CONTROL PANEL SAFETY & MAINTENANCE AUDIT CHECKLIST

Prevent Incidents. Reduce Downtime. Keep Your Panels Safe & Compliant.



A practical assessment tool to help you review your control panels, improve safety, ensure compliance and maximise maintenance efficiency.

Use this checklist. Identify gaps. Take action.



WHY THIS MATTERS



PREVENT INCIDENTS

Identify hazards and reduce the risk of electrical incidents.



REDUCE DOWNTIME

Improve maintenance efficiency and get equipment back online faster.



STAY COMPLIANT

Meet legal, safety and industry standards with confidence.



PROTECT YOUR TEAM

Ensure safe access, clear procedures and proper isolation.



LOWER COSTS

Prevent unexpected failures and reduce repair & downtime costs.

STANDARDS & GUIDANCE

- ✓ IEC 60204-1
Safety of Machinery – Electrical Equipment
- ✓ BS EN 61439
Low-voltage Switchgear and Controlgear Assemblies
- ✓ PUWER 1998
Provision and Use of Work Equipment Regulations
- ✓ LOLER 1998
Lifting Operations and Lifting Equipment Regulations
- ✓ Health & Safety at Work Act 1974

#	AUDIT AREA	WHAT TO CHECK	CHECK
1	 MAINTENANCE ACCESS REVIEW	<ul style="list-style-type: none"> Clear access to panel is available and unobstructed Sufficient working space in front of panel Doors open fully and are not blocked Lighting is adequate for safe maintenance Access equipment / platforms are safe and suitable 	<input type="checkbox"/>
2	 ISOLATION PROCEDURE CHECKS	<ul style="list-style-type: none"> Main isolator is present and easily accessible Isolation points are clearly identified Lockout / Tagout (LOTO) procedure is in place Safe isolation steps are documented and followed Personnel are trained in isolation procedures 	<input type="checkbox"/>
3	 COMPONENT ACCESSIBILITY ASSESSMENT	<ul style="list-style-type: none"> Components are easily accessible for inspection and replacement Removable covers / guards can be removed safely Terminal blocks and wiring are accessible Sufficient clearance around components Ventilation paths and filters are accessible 	<input type="checkbox"/>
4	 PANEL LABELLING REVIEW	<ul style="list-style-type: none"> Panel nameplate and ID are accurate and visible All control devices are clearly labelled Wiring, terminals and cables are identified Warning labels are present and legible Outdated or damaged labels are replaced 	<input type="checkbox"/>
5	 DOCUMENTATION VERIFICATION	<ul style="list-style-type: none"> Up-to-date drawings and schematics are available Bill of Materials (BOM) is current Software / firmware versions are documented Maintenance and inspection records are complete Changes and modifications are documented 	<input type="checkbox"/>
6	 FAULT-FINDING EFFICIENCY CHECKS	<ul style="list-style-type: none"> Fault diagnosis points are clearly identified Indicators and test points are functional Alarms and fault messages are descriptive Spare parts availability is reviewed Tools and test equipment are available and suitable 	<input type="checkbox"/>
7	 COMPLIANCE REVIEW POINTS	<ul style="list-style-type: none"> Panel meets applicable standards (e.g. IEC 60204-1, BS EN 61439, CE / UKCA) Electrical safety and protection devices verified Earthing and bonding are compliant EMC / RFI considerations are addressed Regulatory documentation is available 	<input type="checkbox"/>
8	 RISK ASSESSMENT PROMPTS	<ul style="list-style-type: none"> Hazards are identified and assessed Risk controls are in place and effective Residual risks are acceptable Regular risk assessments are documented Review date and responsible person recorded 	<input type="checkbox"/>



COMPLETE THIS CHECKLIST REGULARLY

Catch issues early. Keep your team safe. Maximise performance and reliability.



**SAFETY TODAY
ZERO INCIDENTS
TOMORROW**



DOWNLOAD YOUR FREE CHECKLIST

IMPROVE SAFETY. ENSURE COMPLIANCE. REDUCE DOWNTIME.



stratos
Control Systems Ltd.