**Inspection Log Template**

| Electrical Equipment Inspection Log | Inspection Date: |
| --- | --- |
| Inspector Name: |  |
| Inspector Contact Information: |  |
| Location of Inspection: |  |
| Equipment/Area Inspected: |  |

Inspection Checklist

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Inspection Item | Condition | Observations/Issues | Action Taken/Required | Inspector Initials |
| Electrical Panel Condition | Good / Fair / Poor |  |  |  |
| Cables and Wiring | Good / Fair / Poor |  |  |  |
| Protective Insulation | Good / Fair / Poor |  |  |  |
| Grounding Systems | Good / Fair / Poor |  |  |  |
| Emergency Shutoff Functionality | Functional / Faulty |  |  |  |

Summary of Findings

|  |
| --- |
| Findings Description |
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|  |

Follow-Up Actions

|  |  |  |  |
| --- | --- | --- | --- |
| Action Description | Assigned To | Target Completion Date | Status |
|  |  |  | Pending/Complete |
|  |  |  | Pending/Complete |
|  |  |  | Pending/Complete |
|  |  |  | Pending/Complete |
|  |  |  | Pending/Complete |
|  |  |  | Pending/Complete |
|  |  |  | Pending/Complete |