**Maintenance Record Template**

| Electrical Maintenance Record |  Date of Maintenance: |
| --- | --- |
| Equipment Name/ID: |  |
| Location of Equipment: |  |
| Maintenance Type: |  Routine / Repair / Emergency |
| Technician(s) Name(s): |  |

Maintenance Tasks

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| --- | --- | --- | --- |
| Task Description | Performed By | Completion Time | Remarks |
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Additional Notes

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| Notes on Findings or Issues Identified During Maintenance: |
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Approval

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| --- | --- |
| Verified and Approved By: | Date Approved: |
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