



MINIMUM INSPECTION PROCEDURAL GUIDELINES FOR BUILDING ELECTRICAL RECERTIFICATION

INSPECTION COMMENCED Date: \_\_\_\_\_

INSPECTION MADE BY: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

INSPECTION COMPLETED Date: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

DESCRIPTION OF STRUCTURE

Form with fields for: a. Name on Title, b. Street Address, c. Legal Description, d. Owner's Name, e. Owner's Mailing Address, f. Folio Number of Property on which Building is Located, g. Building Code Occupancy Classification, h. Present Use, i. General Description, Type of Construction, Size, Number of Stories, and Special Features, and Additional Comments.

**GUIDELINES AND INFORMATION FOR RECERTIFICATION OF ELECTRICAL  
SYSTEMS OF FORTY (40) YEAR STRUCTURES**

**1. ELECTRIC SERVICE**

1. Size:            Amperage            (            )      Fuses            (            )      Breakers            (            )  
2. Phase:            Three Phase            (            )      Single Phase            (            )  
3. Condition:            Good            (            )      Fair            (            )      Needs Repair            (            )

Comments:

**2. METER AND ELECTRIC ROOM**

1. Clearances:            Good (            )      Fair (            )      Requires Correction            (            )

Comments:

**3. GUTTERS**

Location:            Good            (            )      Requires Repair            (            )  
Taps and Fill:            Good            (            )      Requires Repair            (            )

Comments:

#### 4. ELECTRICAL PANELS

Location:                      Good        (        )        Needs Repair        (        )

1. Panel #(        )

                                    Good        (        )        Needs Repair        (        )

2. Panel #(        )

                                    Good        (        )        Needs Repair        (        )

3. Panel #(        )

                                    Good        (        )        Needs Repair        (        )

4. Panel #(        )

                                    Good        (        )        Needs Repair        (        )

5. Panel #(        )

                                    Good        (        )        Needs Repair        (        )

Comments:


#### 5. BRANCH CIRCUITS:

1. Identified:                Yes        (        )        Must be identified (        )

2. Conductors:              Good        (        )        Deteriorated        (        )        Must be replaced (        )

Comments:


**6. GROUNDING SERVICE:**

Good ( ) Repairs Required ( )

Comments:


**7. GROUNDING OF EQUIPMENT:**

Good ( ) Repairs Required ( )

Comments:


**8. SERVICE CONDUITS/RACEWAYS:**

Good ( ) Repairs Required ( )

Comments:


**9. SERVICE CONDUCTOR AND CABLES:**

Good ( ) Repairs Required ( )

Comments:


**10. TYPES OF WIRING METHODS:**

Conduit Raceways:	Good	( )	Repairs Required	( )
Conduit PVC:	Good	( )	Repairs Required	( )
NM Cable:	Good	( )	Repairs Required	( )
BX Cable:	Good	( )	Repairs Required	( )

**11. FEEDER CONDUCTORS:**

Good ( ) Repairs Required ( )

Comments:

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**12. EMERGENCY LIGHTING:**

Good ( ) Repairs Required ( )

Comments:

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**13. BUILDING EGRESS ILLUMINATION:**

Good ( ) Repairs Required ( )

Comments:

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**14. FIRE ALARM SYSTEM:**

Good ( ) Repairs Required ( )

Comments:

**15. SMOKE DETECTORS:**

Good ( ) Repairs Required ( )

Comments:

**16. EXIT LIGHTS:**

Good ( ) Repairs Required ( )

Comments:

**17. EMERGENCY GENERATOR:**

Good ( ) Repairs Required ( )

Comments:

**18. WIRING IN OPEN OR UNDER COVER PARKING GARAGE AREAS:**

Require Additional

Good

(       )

Repairs Required

(       )

Comments:


**19. OPEN OR UNDERCOVER PARKING GARAGE AREAS AND EGRESS ILLUMINATION:**

Require Additional

Good

(       )

Repairs Required

(       )

Comments:


**20. SWIMMING POOL WIRING:**

Good

(       )

Repairs Required

(       )

Comments:


**21. WIRING TO MECHANICAL EQUIPMENT:**

Good

(       )

Repairs Required

(       )

Comments:


