SITE survey. APP

SITE SURVEY REPORT

EV charger maintenance checklist

Prepared for	Greenway Retail Park (fictional)
Date	14 Oct 2026
Site	Greenway Retail Park
Prepared by	R. Okafor

FORM

EV charger maintenance checklist

1. Charger and visit

Project or site	Greenway Retail Park: EV charger service visit (completed example)
Record reference	EVM-2610-07
Record date	14 Oct 2026
Prepared by	R. Okafor
Site and charger location	Greenway Retail Park, customer car park, bays 41 to 43
Manufacturer service procedure and revision	Manufacturer service manual SM-22, revision 4
Work-control or isolation reference	Permit WC-1407, isolation at DB-EV

2. Chargers checked

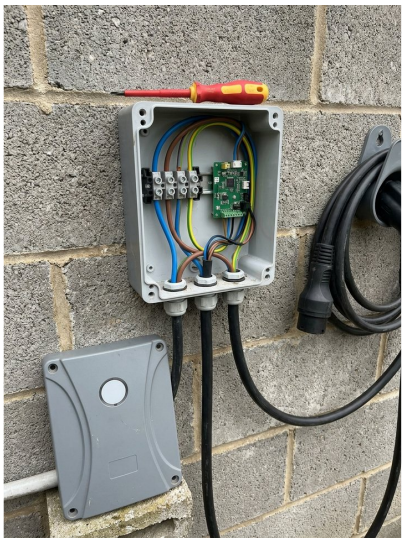
Chargers by car park or area 1: Staff car park

Car park or area	Staff car park

Chargers in this area 1: EV-01, 22 kW twin-socket wall unit

Charger ID, make and model	EV-01, 22 kW twin-socket wall unit
Serial number	WB22-104418
Charger position (GPS)	Bay 41 · 51.579512, -1.761190 (SU 16644 86765, ±4 m)
Housing, mounting and bay signage	Pass
Cable, connector and holster	Pass
Display, RFID reader and network connection	Pass
Protective device test as the manufacturer's procedure requires (RCD or built-in DC fault protection)	Pass
Test charging session starts, delivers power and stops	Pass
Checks failed	0
Left in service?	Available

Condition and defect photos



Chargers in this area 2: EV-03, 22 kW twin-socket wall unit

Charger ID, make and model	EV-03, 22 kW twin-socket wall unit
Serial number	WB22-104421
Charger position (GPS)	Bay 43 · 51.579526, -1.761138 (SU 16648 86767, ±4 m)
Housing, mounting and bay signage	Pass
Cable, connector and holster	Pass
Display, RFID reader and network connection	Fail
Protective device test as the manufacturer's procedure requires (RCD or built-in DC fault protection)	Pass
Test charging session starts, delivers power and stops	Pass
Checks failed	1
Faults found, fault codes and what was done	RFID reader does not read cards (fault code E-31). Sessions start from the app. Reader module ordered.
Left in service?	Restricted

Chargers in this area 3: EV-02, 7 kW tethered wall unit

Charger ID, make and model	EV-02, 7 kW tethered wall unit
Serial number	WT07-220931
Charger position (GPS)	Bay 42 · 51.579519, -1.761164 (SU 16646 86766, ±4 m)

Housing, mounting and bay signage	Pass
Cable, connector and holster	Fail
Display, RFID reader and network connection	Pass
Protective device test as the manufacturer's procedure requires (RCD or built-in DC fault protection)	Not applicable
Test charging session starts, delivers power and stops	Fail
Checks failed	2
Faults found, fault codes and what was done	Outer sheath of the tethered cable split about 150 mm from the plug, inner cores visible. Charger isolated and bagged. Protective device test not carried out with the cable damaged. Replacement cable assembly ordered.
Left in service?	Out of service

Condition and defect photos



This car park or area: chargers checked	3
This car park or area: checks failed	3
This car park or area: chargers with a failed check	2
This car park or area: available	1
This car park or area: restricted	1
This car park or area: out of service	1
Chargers checked	3
Checks failed	3

Chargers with a failed check	2
Available	1
Restricted	1
Out of service	1

A charger is out of service. Keep it isolated and signed out of use under the site procedure, and record the work-control reference and the repair in the service outcome.

Specialist test and service evidence references	Service sheet SS-2610-07 with the test results for EV-01 and EV-03

Other photos



Record results of authorised work only. Do not use this checklist as instructions for electrical testing, opening enclosures or isolating equipment.

3. Service outcome

Overall availability after the visit	Restricted
Restrictions and escalation or none	EV-02 out of service, isolated at DB-EV and bagged. EV-03 app start only until the RFID reader is replaced. Store manager told at 11:40.
Record status	Open
Next action or reason none is needed	Fit the new cable assembly on EV-02 and the RFID reader on EV-03, then retest both and return them to service.
Responsible person	R. Okafor
Reviewed by	S. Patel, service manager

Reviewer acknowledgement

