SITE survey. APP

SITE SURVEY REPORT

Stationary Battery Maintenance

Prepared for	Ouseburn Digital Ltd
Date	1 Oct 2026
Site	Ouseburn Data Suite, Newcastle upon Tyne
Prepared by	I. Sandhu

FORM

Stationary Battery Maintenance

1. Record details and scope

Project	Ouseburn Data Suite, Newcastle upon Tyne: UPS battery maintenance (completed example)
Site or premises address	Ouseburn Data Suite, 5 Lime Street, Newcastle upon Tyne
Client or organisation	Ouseburn Digital Ltd
Record date	1 Oct 2026
Person completing the record	I. Sandhu

This is scoped to stationary lead-acid battery banks. It is not an EV or lithium-ion battery checklist, repair instruction or authorisation to open sealed batteries.

2. Equipment and work

Stationary battery bank asset ID and location	BAT-UPS1, UPS battery string in cabinet BC-1, ground floor UPS room
Manufacturer, model and serial number	Valve-regulated lead-acid 12 V blocks, installed 2022. Serial numbers on the block labels, listed in battery log BL-UPS1.
Maintenance procedure and revision	UPS battery maintenance procedure UPS-BM-04 rev 2
Technician and competence reference	I. Sandhu, power systems engineer, Tyneside Power Services Ltd, card TPS-E-071
Planned work and exclusions	Six-monthly inspection: visual, block float voltages, string voltage, temperature, terminal torque check. Excludes discharge test and UPS electronics.
Safe isolation or permit reference	UPS left online. Battery cabinet opened under permit PTW-ODS-1001. Insulated tools, face shield and gloves.

3. Battery scope

Battery chemistry	Lead-acid
Bank configuration, cell or block count and nominal voltage	One string of 40 blocks, 12 V each, 480 V nominal
Charger ID and set-point reference	UPS-1 internal charger, float set point per UPS settings sheet UPS-SS-01

4. Condition and readings

Ventilation and access arrangements checked	Acceptable
Cases, terminals and racks visually checked	Acceptable
Leakage, corrosion, swelling or abnormal heat recorded	Action needed
Action, limitation or reason not applicable	Block 27 case slightly swollen on one side. No leakage or smell. Block temperature same as its neighbours.
Labels and protective covers checked	Acceptable
Checks acceptable	3
Action needed	1
Not checked	0

Cell or bank reading 1: String float voltage at the cabinet terminals

Measurement point and parameter	String float voltage at the cabinet terminals
Actual value and unit	544 V
Acceptance range and source	540 to 552 V: 40 blocks at the block float range, UPS settings sheet UPS-SS-01
Reading as a number	544
Lowest acceptable	540
Highest acceptable	552
Against the range	Within the range
Instrument ID and calibration reference	Multimeter MM-09, cal. 2026-04
Assessment	Within criterion

Cell or bank reading 2: Block float voltages, blocks 1 to 40 except 27 (lowest shown)

Measurement point and parameter	Block float voltages, blocks 1 to 40 except 27 (lowest shown)
Actual value and unit	13.55 to 13.68 V
Acceptance range and source	13.50 to 13.80 V per block, UPS-BM-04 table 1
Reading as a number	13.55
Lowest acceptable	13.5

Highest acceptable	13.8
Against the range	Within the range
Instrument ID and calibration reference	Multimeter MM-09, cal. 2026-04
Assessment	Within criterion

Cell or bank reading 3: Block 27 float voltage

Measurement point and parameter	Block 27 float voltage
Actual value and unit	13.08 V
Acceptance range and source	13.50 to 13.80 V per block, UPS-BM-04 table 1
Reading as a number	13.08
Lowest acceptable	13.5
Highest acceptable	13.8
Against the range	Below the range
Instrument ID and calibration reference	Multimeter MM-09, cal. 2026-04
Assessment	Outside criterion
Response to exception	Low and swollen. Replacement block ordered, PO TPS-PO-5521. Block 27 to be rechecked weekly until replaced.

Cell or bank reading 4: Cabinet air temperature

Measurement point and parameter	Cabinet air temperature
Actual value and unit	23 °C
Acceptance range and source	15 to 25 °C, UPS-BM-04 section 3
Reading as a number	23
Lowest acceptable	15
Highest acceptable	25
Against the range	Within the range
Instrument ID and calibration reference	Thermometer TH-02
Assessment	Within criterion
Readings recorded	4
Outside the range	1

Unable to assess	0

A reading is outside its acceptance range. Record the response and any restriction before the battery is handed back.

5. Work and handback

Work performed and parts used	Terminal torque checked on all blocks, two links on blocks 12 and 13 retightened. Cabinet cleaned of dust. Block 27 marked for replacement.
Post-work tests and evidence	String voltage rechecked after work, 544 V. UPS showed no alarms after the cabinet was closed.
Equipment handback	Restricted use
Restrictions, isolation and person informed	UPS left online, but runtime may be shorter than designed until block 27 is replaced. N. Wright, data suite engineer, told in person at 15:20 and by email.

Condition and work evidence photos







6. Actions and review

Are further actions required?	Yes

Further action 1: Replace block 27 with a matching block and recheck string and block voltages. PO TPS-PO-5521.

Action and evidence reference	Replace block 27 with a matching block and recheck string and block voltages. PO TPS-PO-5521.
Person responsible	I. Sandhu, Tyneside Power Services Ltd
Target date	15 Oct 2026
Action status	Open

Further action 2: Weekly visual check of block 27 for further swelling until replaced.

Action and evidence reference	Weekly visual check of block 27 for further swelling until replaced.
Person responsible	N. Wright, data suite engineer
Target date	15 Oct 2026
Action status	In progress
Outstanding limitations and information to pass on	No discharge test on this visit, so runtime not confirmed. Block 27 is weak until replaced.
Record status	Further work needed
Reviewed by	N. Wright, data suite engineer
Review date	2 Oct 2026
Author signature	

Signing records the information entered. It does not itself certify legal compliance, remove a limitation or authorise unsafe work.