

EV charging station annual maintenance checklist

The annual EV charging station service is the deep pass: the measurements, cleanings and tests a quarterly round doesn't reach. This checklist keeps the full service on record with the photos that make it defensible later. Work is commonly verified against NEC (NFPA 70), manufacturer's published instructions. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The licensed electrician on the annual service of the charging equipment. When: Once a year, when the unit can be locked out and opened, since the connection heat and torque checks need the enclosure de-energized and then loaded.

Connections and heat

- ☐ **Line and load terminations retorqued and inspected**
Lugs and terminals checked to the marked value with the unit locked out, no discoloration, melting or corrosion at the connections. **2 photos required**
- ☐ **Ground and bonding path verified continuous**
Equipment ground and bonding connections tight and unbroken from the pedestal back to the panel, ground pin in the connector intact. **1 photo required**
- ☐ **Connections checked for heat under charging load**
Terminations and connector surveyed while charging, no hot spot at a lug, breaker or the handle compared to the rest of the run. **2 photos required**

Full function

- ☐ **Complete charge session run through to a normal stop**
Session started, held at rated current and stopped cleanly, delivered rate and any faults noted against the unit's rating. **2 photos required**
- ☐ **Protective devices and disconnect functionally tested**
GFCI/CCID trip and reset exercised, feeder disconnect operated, unit returns to a ready state after each. **1 photo required**

Space and access

- ☐ **Charging space clear and the unit accessible**
Space not blocked or coned off, striping and signage legible, working clearance at the pedestal kept for service. **1 photo required**