

EV charging station quarterly maintenance checklist

A quarterly EV charging station round is short on purpose: it catches the wear items that fail between annual services. This checklist is sized for a tech with a phone. Every item says what to look at and the photo that proves the round happened. 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 electrical or EVSE service tech on the quarterly round of the charging spaces. When: Every quarter, walked space by space since a single dead port in a bank goes unreported until a driver complains.

Connector and cable

- ☐ **Connector, latch and cable jacket inspected end to end**
Handle latch springs back, pins clean and unburned, jacket free of cuts or abrasion along its full length to the pedestal. **2 photos required**
- ☐ **Holster holds the connector clear of the ground**
Connector seats in the holster, cable managed off the drive lane, no standing water path into the handle. **1 photo required**

Enclosure and protection

- ☐ **Pedestal, enclosure and bollard condition checked**
Enclosure closed and gasketed, no cracks or impact marks, protective bollard upright and anchored where the space is exposed to traffic. **2 photos required**
- ☐ **Mounting and door hardware secure**
Unit tight to its base or wall, no play at the mount, cover latches and locks engaging without forcing. **1 photo required**

Protection test and status

- ☐ **GFCI/CCID self-test observed on start of charge**
Ground-fault self-test seen to run at plug-in and pass, unit proceeds to energize the connector afterward. **1 photo required**
- ☐ **Status indication and network connectivity confirmed**
Ready light and display normal, unit shows online to the network or app, no fault or offline state carried since last visit. **2 photos required**