

Lightning protection system annual maintenance checklist

The annual lightning protection system 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 NFPA 780, the applicable building code. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The facilities lead documenting the visit while the qualified lightning protection inspector performs the periodic inspection. When: On the periodic cycle, scheduled with the inspector so the continuity checks and any findings are witnessed and recorded, especially after major roof work.

Inspection observed

- ☐ **Inspector's continuity checks observed and recorded**
Watch the inspector check down-conductor continuity to ground, record which downloads were checked and the outcome the inspector reports. 2 photos required
- ☐ **Terminal, conductor and bond survey observed**
Inspector's survey of terminals, runs and bonds observed across the roof, deficiencies the inspector calls out photographed and listed. 1 photo required

Grounds and connections

- ☐ **Ground connections and test wells opened and observed**
Test wells opened with the inspector, connections examined for corrosion or looseness, condition the inspector reports recorded. 2 photos required

Findings and records

- ☐ **Inspection report filed and deficiencies assigned**
Inspector's report attached to the maintenance record, each deficiency given a follow-up owner and the next inspection date noted. 1 photo required