

Motor control center (MCC) annual maintenance checklist

The annual motor control center 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 70B, NETA maintenance testing standards. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The facility electrician recording the inspection during a planned outage, pulling and inspecting buckets while the testing firm performs the electrical tests on the lineup. When: Once a year during a scheduled shutdown, coordinated with the NETA technician so buckets are racked out and inspected while the lineup is dead, then tested before it's returned to service.

Isolation and access

- ☐ **MCC locked out and buckets verified dead**
Main isolated, absence of voltage tested, lockout applied before any bucket is racked out or opened. 2 photos required
- ☐ **Buckets pulled and stabs inspected**
Bucket stabs and bus contacts checked for pitting, discoloration or spring fatigue, compartments vacuumed clean of dust and debris. 2 photos required

Contacts and connections

- ☐ **Starter contacts and overload elements inspected**
Contact tips checked for wear, pitting and alignment, overload elements confirmed matched to the motor rather than filed to survive another year. 2 photos required
- ☐ **Line and load connections checked to torque**
Bucket line and load terminations checked with a torque wrench to the listed value, any that moved or discolored noted for re-scan. 2 photos required

Testing observed and recorded

- ☐ **NETA electrical tests witnessed and logged**
Insulation-resistance and any contact-resistance results from the testing tech recorded per bucket, out-of-range values flagged before re-energizing. 2 photos required