

# Power distribution unit (PDU) annual maintenance checklist

The annual power distribution unit 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, NEC (NFPA 70). Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The electrician on the annual de-energized service, coordinated with a scheduled shutdown. When: Once a year during a planned outage, since torquing terminations and opening the transformer section means the unit has to come down.

## De-energized inspection

- ☐ Terminations torqued and marked  
Lugs and terminations torqued to the manufacturer's published values, torque-mark applied so the next tech sees they were done. 2 photos required
- ☐ Bus, lugs and insulators inspected  
No discoloration, pitting or heat tracking on bus joints, lugs and standoffs, connections clean and tight. 1 photo required

## Transformer section

- ☐ Transformer connections and ventilation checked where fitted  
Winding and tap connections tight, no heat discoloration, cooling openings clear and the section blown out clean. 1 photo required

## Grounding and protection

- ☐ Grounding and bonding verified back to the source  
Ground and bonding connections tight and continuous, enclosure and neutral references confirmed as intended. 1 photo required
- ☐ Breakers exercised while de-energized  
Branch and main breakers operated through their travel, any that feel stiff or won't seat flagged for replacement. 1 photo required