

Power distribution unit (PDU) quarterly maintenance checklist

A quarterly power distribution unit 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 NFPA 70B, NEC (NFPA 70). Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The electrician or facilities tech on the quarterly electrical round. When: Every quarter, energized, catching load imbalance and hot connections before they turn into an outage on the loads downstream.

Status and load

- ☐ Front-panel status and alarms read
- Metering display active, no standing alarms or fault flags, input and output within the unit's normal indication.
- 1 photo required
- ☐ Per-phase load checked for balance
- Each phase read at the metering, not just the total, imbalance between phases noted for follow-up.
- 1 photo required

Cooling and enclosure

- ☐ Cooling fans and filters checked
- Fans running, intake filters and louvers clear, air moving through the section with no hot-smell or discoloration.
- 1 photo required
- ☐ Branch breaker positions verified
- Breaker on/off state and labeling matched against the panel schedule, nothing tripped or fed from an undocumented position.
- 1 photo required

Thermal scan

- ☐ Connections scanned under load with the thermal camera
- Breakers, lugs and bus joints imaged while energized, any warm connection flagged against its phase mates on the same load.
- 2 photos required