

Service Contractors-Loadbank
Testing-
UPS & Generator Supplies-Generator
Hire-
Control Panels-Diesel Engine
Specialists

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(& Midland
Region)

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<http://www.powerprouk.com>

UPS SERVICE RECORD

CUSTOMER	LOCATION
MANUFACTURER	
MODEL TYPE	
UPS SERIAL No.	BATTERY TYPE AND QUANTITY
KVA	OUTPUT VOLTAGE
ENGINEER	
UPS STATUS ON ARRIVAL	

	CHECKLIST	✓	CHECK LIST	✓
BATTERIES	CLEAN SURFACES		UPS METERING AND DISPLAYS	RECORD INPUT VOLTAGE
	CHECK CELL TOP SECURITY			RECORD OUTPUT VOLTAGE
	CHECK ELECTROLYTE LEVELS			RECORD OUTPUT CURRENT
	RECORD AVERAGE S.G.			RECORD OUTPUT KW/KVA
	CHECK SECURITY OF CONNECTIONS			RECORD LOAD PERCENTAGE
	RECORD AUTONOMY			CHECK ALL DISPLAYS
	CHECK CELL VOLTAGES			CHECK AND CALIBRATE INTERNAL CLOCK
	CHECK BATTERY CAPACITY %			RECORD ANY ACCESS CODES
	CARRY OUT A BATTERY TEST			
TEMPERATURE AND VENTILATION	RECORD EXTERNAL TEMPERATURE		MAINS FAIL TEST (IF AUTHORISED)	HAS PERMISSION BEEN GIVEN?
	RECORD INTERNAL TEMPERATURE			TIME TO LOW BATTERY ALARM
	CHECK FOR SUFFICIENT VENTILATION			UPS OUTPUT AC VOLTAGE
	CHECK OPERATION OF AIRCON			UPS OUTPUT DC VOLTAGE
				UPS LOAD AMPS
				UPS LOAD KW/KVA
				UPS RECHARGE AMPS
UPS EQUIPMENT	CLEAN DOWN SURFACES		UPS STATUS ON COMPLETION	
	CHECK INVERTER			
	CHECK SWITCHES			
	CHECK CIRCUIT BOARDS			
	CHECK ALL COMPONENTS			
	CHECK FANS/FILTERS			
	CHECK CABLING & CONTROL WIRING			
	CHECK EARTHING			
CHECK BYPASS SWITCHING				

KEY FOR CUT AND PASTE: ✓ when checked or record value NA if non-applicable X if a fail or cannot be checked

CUSTOMER/ENGINEERS COMMENTS				
Customer Name		Customer Email		Service Date
Customer Signature		Engineer Signature		The controlled waste regulations 2011, registration No. CBDU120622

FOR OFFICE USE ONLY!	JOB REFERENCE:
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