

**Annex AAA**  
(normative)

**Periodic inspection and testing of EV charging station  
checklist and report**

**Particulars of EV charging station and electrical installation**

Model of EV charging station(s): \_\_\_\_\_

S/No: \_\_\_\_\_

Name of electrical installation: \_\_\_\_\_

Address of electrical installation: \_\_\_\_\_

Name of LEW: \_\_\_\_\_ (Licence No.: \_\_\_\_\_) Date: \_\_\_\_\_

	Description	Compliance			Remarks/ Measurement value <sup>1</sup>
		C	NC	NA	
	<b>External and environmental checks</b>				
1	Enclosure is not dented, damaged, corroded or in a rusty condition inside and outside				
2	Space around the charging equipment is adequate for easy access and maintenance work				
3	EV charging station is installed outside hazardous zones where flammable / combustible gas may be present				
4	Sealing rubber of all doors are in order, and doors can be opened and closed easily				
5	Openings or vents are not blocked, no excess foreign particles				
6	Detachable parts are not loose or falling off and not in a rusty condition				
7	No sign of moisture, waterlogging or burn marks				
8	No sign of water ingress into the EV charging station				
9	Floor or wall mounting of EV charging station remains rigid and strong				
10	Vehicle connector mounting and support is not damaged				
11	Vehicle connector is not damaged and is not misaligned				
12	Charging cable is properly supported				

	Description	Compliance			Remarks/ Measurement value <sup>1</sup>
		C	NC	NA	
	<b>External and environmental checks</b>				
13	No visible damage on charging cable				
14	Warning labels and directional signs are clear and prominent				
	<b>External and environmental checks</b>				
15	DBs supplying charging equipment are clearly labelled and accessible for operation				
16	Bollards installed provide adequate resistance to force				
17	For EV charging station installed in petrol station, valid clearance from SCDF is obtained <sup>2</sup>				
	<b>Functionality checks and tests</b>				
18	EV charging station's display is not cracked and is working properly				
19	The entire touchscreen is working properly (check by touching several areas of the screen)				
20	Supply display indicators are clearly visible (during both day/night)				
21	No visible burnt marks inside the EV charging station				
22	Protective conductor connections and termination are properly made and tightened (for TT or TN-S system)				
23	Incoming power supply cable including circuit protective conductor is properly sized				
24	Earthing and bonding for EV charging station complies with SS 638				
25	Earth resistance value (as measured) is acceptable				
26	Line-earth loop impedance value (as measured) is acceptable				
27	Sequence of power start up is correct				
28	Insulation resistance in a 500 V D.C. class 1 station is more than 1 MΩ				
29	Charging cable insulation resistance value (as measured) is acceptable according to SS 638 specifications				
30	Emergency stop button is functional				
31	Tripping time of 30 mA RCCB Type A / Type B (as measured by an RCCB tester) is acceptable				
32	EV charging is in order (where necessary LEW can perform a real-time charging with an EV or a simulated load)				

- 1) Measured values where required shall be recorded in this report.
- 2) EV charging station installed in petrol kiosks shall comply with SCDF's requirements.

**General Remarks**

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**Recommended date of next inspection:** \_\_\_\_\_

**Declaration by Licensed Electrical Worker**

I have inspected (a) the EV charging station(s) and (b) the switchboard and wiring supplying the EV charging station(s). I declare that the installation is \*fit and safe / unfit and unsafe for operation.

\*Please delete as appropriate

Name of LEW: \_\_\_\_\_ Licence No.: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The inspection was witnessed by owner of electrical installation/operator of EV charging station

Name of Representative: \_\_\_\_\_

Designation : \_\_\_\_\_

Signature : \_\_\_\_\_ Date: \_\_\_\_\_