EV Charger Installation Checklist

Survey-to-handover checklist for an EV charge point: supply, earthing arrangement, protection, location, test results and customer handover.

Installation

Customer name *	
Site name	
Site address	
Job reference	
Date of visit *	_____ / _____ / _____
Time on site	_____ : _____
Time off site	_____ : _____
Charge point make	
Charge point model	
Charge point serial number	
Charge point ID / barcode	
Charge point location	
Rated output (kW) *	
Supply *	☐ Single phase ☐ Three phase

Design checks

Item	Yes	No	N/A
Maximum demand assessment completed *	☐	☐	☐
DNO notification / application made *	☐	☐	☐
Earthing arrangement suitable (PME protection device or earth electrode) *	☐	☐	☐
RCD protection (Type A + 6mA DC detection or Type B) *	☐	☐	☐
Dedicated circuit *	☐	☐	☐
Cable sized for load and volt drop *	☐	☐	☐
Load management configured *	☐	☐	☐
Mounting position suitable and protected from impact *	☐	☐	☐
Smart charging regulations compliance *	☐	☐	☐

Tests

Zs (ohms) *	
Insulation resistance (megohms) *	
RCD trip time (ms)	
Earth electrode resistance (ohms)	
Test charge completed *	☐ Pass ☐ Fail ☐ N/A
Photo 1	*Attach photo or sketch*
Photo 2	*Attach photo or sketch*
Photo 3	*Attach photo or sketch*

Handover

Item	Yes	No	N/A
App and account set up with customer *	☐	☐	☐
Operation explained *	☐	☐	☐
Certificate issued *	☐	☐	☐

Additional comments	
Installer name *	

Installer signature *	
Date signed *	_____ / _____ / _____
Customer name (print)	
Customer signature	

* Required