



# Solar Farm Operational Readiness Checklist Template

## Pre-Commissioning Activities

Verification of completed construction, equipment installation, and initial system checks before energization.

### Construction Completion Date

### Detailed As-Built Drawings Review Status

### Panel Quantity Verified


### Foundation Inspection Status

☐ Passed

☐ Failed

☐ Pending

## Civil Works Completion Report

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### Equipment Delivery Status

- ☐ Inverters
- ☐ Transformers
- ☐ Cabling
- ☐ Mounting Structures

### Civil Engineer Sign-Off

# Electrical System Verification

Testing and validation of all electrical components, cabling, and grounding systems.

### DC Voltage (V)

Enter a number...

### AC Voltage (V)

Enter a number...


### Ground Resistance (Ohms)

Enter a number...

### Cable Insulation Test Passed?

- ☐ Yes
- ☐ No
- ☐ N/A

### Insulation Test Results

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### Date of Last Electrical Inspection

Enter date...

### Electrical Safety Checks Completed?

- ☐ Grounding
- ☐ Bonding
- ☐ Overcurrent Protection
- ☐ Voltage Drop

## Mechanical System Inspection

Assessment of all mechanical components, including inverters, transformers, and mounting structures.

### Transformer Oil Level (mm)

Enter a number...

### Mounting Structure Integrity Check (Torque Values – Nm)

Enter a number...

### Cable Management Condition

- ☐ Secure
- ☐ Requires Adjustment
- ☐ Damaged

### Mounting Structure Photos (if necessary)

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### Notes/Observations Regarding Mechanical Systems

Write something...

## Safety Systems Validation

Confirmation that all safety devices and emergency shutdown procedures are functioning correctly.

**Emergency Shutdown (ESD) System Test Status**

- ☐ Passed
- ☐ Failed
- ☐ Not Tested

**ESD System Response Time (seconds)**

Enter a number...

**Fire Suppression System Inspection**

- ☐ Complete & Functional
- ☐ Minor Issues Identified
- ☐ Major Issues Identified

**Last Fire Drill Date**

Enter date...

**Safety Inspector Signature**

**Any Safety Concerns or Observations**

Write something...

**Environmental Compliance**

Ensuring adherence to environmental regulations and mitigation measures.

### Noise Level (dB)

Enter a number...

### Water Discharge pH Level

Enter a number...

### Erosion Control Measures

- ☐ Implemented
- ☐ Partially Implemented
- ☐ Not Implemented

### Waste Management Protocols

- ☐ Hazardous Waste Disposal
- ☐ Recycling Program
- ☐ General Waste Management

### Last Environmental Inspection Date

Enter date...

### Summary of Environmental Observations

Write something...

## Environmental Monitoring Data

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# Performance Testing

Verification of system performance against design specifications and contractual agreements.

### DC Voltage (V)

Enter a number...

### AC Voltage (V)

Enter a number...

### Power Output (kW)

Enter a number...

### Inverter Efficiency (%)

Enter a number...

### System Availability (%)

Enter a number...

### Performance Test Date

Enter date...

### Time of Performance Test Start

### Performance Test Result

- ☐ Pass
- ☐ Fail
- ☐ Needs Remediation

### Test Notes & Observations

Write something...

## Documentation & Training

Review of all documentation and operator training completion.

### Training Manual Review Status

Write something...

### Operator Training Completion Status

- ☐ Not Started
- ☐ In Progress
- ☐ Completed



### Number of Trained Personnel

Enter a number...

### Last Training Manual Update Date

Enter date...

### Training Records Upload



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### Confirmation of O&M Manual Review

☐

Yes

☐

No

## Grid Interconnection Readiness

Confirmation of grid connection agreements and system readiness for interconnection.

### Interconnection Agreement Status

☐

Executed

☐

Pending Execution

☐

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### Scheduled Interconnection Date

Enter date...

### Maximum Export Capacity (MW)

Enter a number...

### Summary of Interconnection Point Requirements

Write something...

### Protection System Coordination Review Status

- ☐ Completed & Approved
- ☐ In Progress
- ☐ Not Started

### Interconnection Study Report

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## Final Sign-Off & Acceptance

Formal acceptance of the solar farm and handover to operations.

### Date of Final Sign-Off

Enter date...

### Time of Final Sign-Off

**Project Manager Signature**

**Owner/Client Representative Signature**

**Overall Project Status**

- ☐ Complete
- ☐ Minor Issues
- ☐ Major Issues


**Final System Performance (%)**

Enter a number...

**Outstanding Issues & Resolutions**

Write something...

**As-Built Drawings**

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