



Needles Customer Service Center
Line Inspection Record

Circuit _____ Distribution Map # _____

Date: _____ Patrolled By: _____ Manhours: _____

Location (Address)	Cross Street	Pole No.	Trouble/ Description	Trouble Code	Priority Scale 1-5	Work Order Requested	Date Repairs Made
1.							
2.							
3.							
4.							
5.							
6.							
7.							

Remarks: _____

Trouble Codes – Routine Circuit Inspection Record

Code	Description	Code	Description	Code	Description	Code	Description
001	Service Conds. - Bare	020	Pole- Deteriorated or Damaged	030	Bond or ground wire loose, broken, or damaged	040	Tie Wire- Broken or loose.
002	Service Conds. - Inadequate Ground Clearance	021	Crossarm- Deteriorated or Damaged	031	No Bonding	041	Insulator - Damaged
003	Secondary Conds. - Inadequate	022	Pin- Deteriorated or Damaged	032	Sag- Normal span, excessive, uneven	042	Crossarm- broken
004	Primary Conds. - Inadequate Ground Clearance	023	Insulator- Contaminated	033	Kit or Kite String in conds.	043	Hardware- corroded, damaged, loose
005	High Voltage Sign- Illegible or Missing	024	Transformer- Contaminated	034	Vandalism	044	Pole - broken
006	Guy Guard Damaged	025	Slack Span- Excessive Sag	035	Conducting Material in or near conds	045	Damaged Gnd. Molding
007	Guy Guard Missing	026	Tree or Limb in or near Conductors	036	Miscellaneous object in line	046	Bad fuse
008	Visibility Strip- Damaged or Missing	027	Guy Wire- slack, corroded, damaged, or broken	037	Birds and animals	098	Miscellaneous
010	Apparatus- Oil Leaking or Discolored	028	Anchor Rod – corroded, damaged, or broken	038	Pin- Broken or loose		



Date _____ Day of week _____ Yard/ Customer _____

Job Location _____

Foreman _____ G.F. _____

Points on a Tailboard

(Why, Where, What, How, Whom, When)

(Purpose of Job – Other's Job - Foreman's Plan – Control Hazards)

Emergency Information - Job location, Circuit #

Work to be Performed (why, Scope of Job) _____

Work Procedures (Set-up, Whom, Work Sequence) _____

Hazards of Job (Traffic, Strain, Circuits, Condition of Structures) _____

Energy Controls (Grounds, Cover, One-Shot, Circuits, Pole Support) _____

Clearance# (time) _____ Y-N

Grounding Location _____

Amperage/Rotation _____

Personal Protective Equipment

Hard Hat, Gloves, Glasses, F.R. Ear, Fall Protection, HV Gloves-
Sleeves, Secondary Gloves, Hi-Vis vest

Daily Inspections

Crew-Members reminded Y-N

Emergency Information (Circuit Name, Number, Voltage, Cross Street) _____

Crew Members Signatures (and Printed Names) stating they understand the tailboard briefing

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____