
STANDARD OPERATING PROCEDURE

BUILDING INSPECTORS

Field Inspection Checklist for Rooftop Photovoltaic (PV) Systems

The checklist items follow a typical inspection pathway from the roof down to the service entrance
Make sure all PV disconnects are in the open position and verify the following.

- ☐ (Customer/Installer to provide photos of mount, flashing and sealant prior to covering)
- ☐ (Customer/Installer to provide photos prior to placement of panels)
- ☐ (Customer/Installer to provide photos of Panel label for inspection)
- ☐ All work is done in a neat and workmanlike manner [NEC 110.12]
- ☐ PV modules make, model number, quantity, and location according to the approved plans.
- ☐ Array mounting system and structural connections according to approved plans.
- ☐ Roof penetrations flashed/sealed according to the approved plans.
- ☐ Array exposed cables are properly secured, supported, and routed to prevent physical damage.
- ☐ Conduit installation according to [NEC 690.31]
- ☐ Firefighter access according to approved plans. [R324]
- ☐ Roof-mounted PV systems have the required fire classification [IRC R902.4]
- ☐ Grounding/bonding of rack and modules according to manufacturer's installation instructions.
- ☐ Equipment installed is listed and labeled by a nationally recognized testing lab.
- ☐ Conductors, cables, and conduit types and size are according to approved plans.
- ☐ Conductors on roof need to maintain 7/8" clearance or temperature adder shall be calculated. [NEC 310.15(B)(2)]
- ☐ Overcurrent protection devices are the type and size according to plans.
- ☐ Disconnect location access and working space according to plans [NEC 110.26]
- ☐ Inverter output circuit breaker is located at opposite end of bus from the utility supply at the load center and/or service panelboard. If panelboard is center-fed, inverter output circuit breaker can be at either end of busbar [NEC 705.12(B)] (not required if the sum of the inverter and utility supply circuit breaker is less than or equal to the panelboard bus rating)
- ☐ PV system markings, labels and signs according to plans. [NEC705.10]
- ☐ Connection of the PV system to the grounding electrode system.
- ☐ Access and working space for operation and maintenance of PV equipment such as inverters, disconnecting means and panelboards (not required for PV modules)[NEC110.26]
- ☐ The rapid shutdown system is installed and operational. [NEC 690.12]