Division 26 Electrical pre-submittal checklist

PROJECT	SPEC SECTION	SUBMITTAL NO.

CHECKED BY	DATE

1. Before you start

These apply to every submittal, whatever the trade.

- [ ] Pull the exact spec section this package answers to, including addenda that changed it.
- [ ] Read the submittal articles in Part 1 and list every item they ask for.
- [ ] Confirm the transmittal names the right section number, and that each product is tagged to the paragraph it answers.
- [ ] Mark any deviation from the spec yourself on the transmittal. A declared deviation gets reviewed; a hidden one gets the package rejected.
- [ ] Keep a copy of exactly what you sent, with the date, for your submittal log.

2. Named manufacturers and products match the spec **Blocker**

Compare every product in the package to the manufacturer and model the spec names. If anything differs, attach the approved substitution or or-equal letter, or swap back before you send. Tick each item once you have checked it and nothing below applies without written approval.

- [ ] Switchgear, panelboard, and breaker manufacturer mismatches
- [ ] Lighting fixture manufacturer/model substitutions
- [ ] Generator and UPS equipment brand changes
- [ ] Motor starter and VFD (Variable Frequency Drive) manufacturer swaps

3. Performance values meet the spec numbers **Blocker**

Put the data sheet next to the spec and compare the actual values, not just the test method. A sheet that says "tested per ASTM" without the number is not proof. Tick each value once it meets or beats the spec.

- [ ] **Voltage rating** (120V, 208V, 277V, 480V) - must match spec exactly
- [ ] **Ampacity / continuous current rating** - breakers, conductors, bus bars
- [ ] **Short-circuit current rating (SCCR)** - must meet or exceed spec; undersized SCCR is a life-safety blocker
- [ ] **Available Interrupt Current (AIC)** rating for breakers and fuses
- [ ] **NEMA enclosure rating** (1, 3R, 4, 4X, 12) - indoor vs outdoor, corrosion resistance
- [ ] **Efficiency ratings** for transformers (DOE 2016 compliant), motors (NEMA Premium), lighting (lumens per watt, DLC listed)

- [ ] **Color temperature (CCT)** and **Color Rendering Index (CRI)** for lighting
- [ ] **Wire gauge (AWG)** and insulation temperature rating (THHN, XHHW)
- [ ] **Conduit fill percentage** - NEC Article 310/366 limits
- [ ] **Arc flash incident energy** rating for PPE category compliance

4. Certifications and test reports are attached

Fix and Resubmit

Reviewers want the report itself, not a line on the data sheet saying one exists. Tick each document that the spec requires and the package actually contains. Skip lines that do not apply to your section.

- [ ] **UL listing** (or ETL/CSA equivalent) - required for nearly all electrical equipment; absence is always a blocker
- [ ] **NEMA standards compliance** (NEMA 1-13 for enclosures, NEMA MG-1 for motors)
- [ ] **NEC (NFPA 70) compliance** statement
- [ ] **IEEE test reports** (C57 for transformers, 1584 for arc flash)
- [ ] **DLC (DesignLights Consortium)** qualification for commercial lighting
- [ ] **Energy Star** certification where spec requires
- [ ] **Buy America / Buy American** compliance (federal/state funded projects)
- [ ] **Seismic certification** (IBC, OSHPD for California hospitals) for equipment anchorage
- [ ] **ASHRAE 90.1** compliance documentation for energy-consuming equipment
- [ ] **Short-circuit and coordination study** data sheets
- [ ] **Factory test reports** for switchgear, generators, UPS systems

5. Colors, finishes, and profiles match the selection

Fix and Resubmit

Match each visible attribute to the spec text and the architect's approved sample or color schedule. Tick each one you have confirmed.

- [ ] Lighting fixture finish color (white, black, bronze, custom RAL)
- [ ] Switchplate and device cover colors
- [ ] Panelboard door finish
- [ ] Exposed conduit finish (where architecturally exposed)

6. Details and installation match the spec and drawings

Fix and Resubmit

These are the mismatches reviewers catch most in this division. Check your shop drawings and installation data against the spec and the contract drawings, and tick each line once you have confirmed it does not apply to your package.

- [ ] **Wire sizing** different from spec (e.g., spec calls #10 AWG, submittal shows #12 AWG)
- [ ] **Conduit type** mismatch (EMT vs rigid vs flexible, spec may require specific type in certain locations)
- [ ] **Mounting height** for devices differs from spec or drawings

- [ ] **Circuit breaker trip curve** type (thermal-magnetic vs electronic trip)
- [ ] **Grounding method** (separate ground conductor vs metallic raceway)
- [ ] **Seismic bracing** method differs from spec
- [ ] **Connection type** (bolted vs compression vs set-screw)
- [ ] **Surge protection** location or rating differs

7. Every required item is in the package Fix and Resubmit

Open the submittal articles in Part 1 of your spec section (often split into action and informational submittals) and confirm each required item is present. The list below is what this division's specs most often require.

- [ ] Single-line diagrams
- [ ] Panel schedules with circuit assignments
- [ ] Equipment nameplate data / catalog cut sheets
- [ ] Wire and cable schedule
- [ ] Lighting fixture schedule with photometric data (IES files)
- [ ] Load calculations
- [ ] Short-circuit study results
- [ ] Arc flash labels / study
- [ ] Coordination study (time-current curves)
- [ ] Seismic anchorage calculations
- [ ] Warranty documentation
- [ ] O&M (Operation and Maintenance) manuals

Free checklist from deviationcheck.com/checklists/26-electrical/. Want the package checked against your spec? Deviation Check reviews it for $35 at deviationcheck.com.