

FIELD-READY IPAD NOTEBOOK

Solar PV Operations and Maintenance Field Log

Trace the alert. Document the asset. Restore the output.

Fragmented alerts, serials, readings, photos, and repair history delay fault resolution and warranty handoff.

01 INTAKE

CAPTURE ONCE. HAND OFF CLEANLY.

02 IDENTIFY

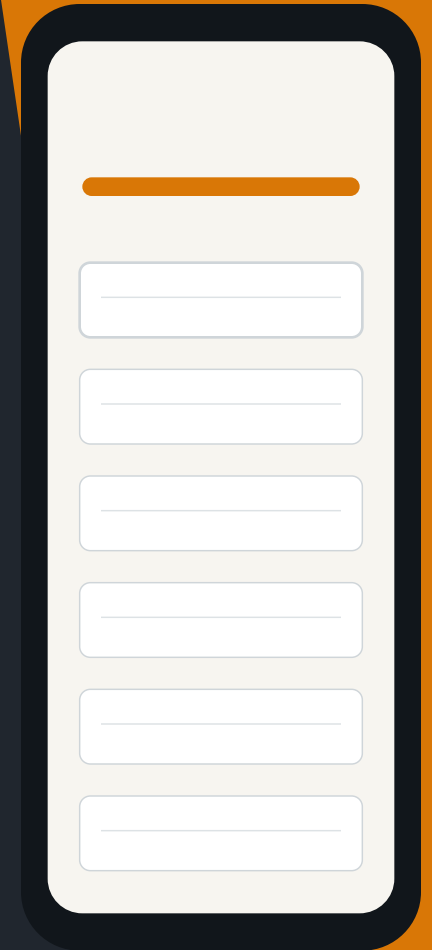
CAPTURE ONCE. HAND OFF CLEANLY.

03 INSPECT

CAPTURE ONCE. HAND OFF CLEANLY.

GALLERY EDITION - FREE PUBLIC NOTE

Duplicate the clean master before every job. Keep completed records private.



Site, Contacts, and Access

INTAKE

IDENTIFY

INSPECT

MEASURE

CORRECT

VERIFY

WHAT ALERT OR OUTPUT CHANGE OCCURRED?

WHEN WAS THE ISSUE FIRST OBSERVED?

IS THE ISSUE CONSTANT OR INTERMITTENT?

WHICH INVERTER OR ARRAY IS AFFECTED?

WHAT DOES MONITORING SHOW NOW?

DID WEATHER OR SITE WORK PRECEDE IT?

IS REMOTE RESET HISTORY AVAILABLE?

WHO OWNS THE NEXT APPROVAL?

REF	QUESTION / CONDITION	IMPACT	OWNER	DUE	STATUS

System Overview and Asset Register

INTAKE

IDENTIFY

INSPECT

MEASURE

CORRECT

VERIFY

System Overview and Asset Register

Record the source, unit, and operating condition beside every value

ASSET/STRING	METRIC	READING	UNIT	DATE/TIME	CONDITION

REFERENCE CONDITION / BASELINE

INTERPRETATION / LIMITATION

NEXT TEST / NEXT ACTION

Alert Intake and Production Snapshot

INTAKE

IDENTIFY

INSPECT

MEASURE

CORRECT

VERIFY

Alert Intake and Production Snapshot

Record the source, unit, and operating condition beside every value

ASSET/STRING	METRIC	READING	UNIT	DATE/TIME	CONDITION

REFERENCE CONDITION / BASELINE

INTERPRETATION / LIMITATION

NEXT TEST / NEXT ACTION

Array and Site Visual Inspection

INTAKE

IDENTIFY

INSPECT

MEASURE

CORRECT

VERIFY

Array and Site Visual Inspection

Mark only what was actually observed; use notes for limits and exceptions

☐ Array layout reference updated

☐ Wire management condition noted

☐ Shading source recorded

☐ Error code photographed

☐ Module damage location mapped

☐ Combiner condition noted

☐ Vegetation issue recorded

☐ RMA evidence grouped

☐ Racking condition noted

☐ Soiling condition recorded

☐ Meter value photographed

☐ Remaining lost output noted

OBSERVED EXCEPTION / LIMITATION

REQUIRED ACTION / OWNER / DUE

ID	FINDING	EVIDENCE	OWNER	DUE	STATUS

Inverter, Meter, and String Readings

INTAKE

IDENTIFY

INSPECT

MEASURE

CORRECT

VERIFY

Inverter, Meter, and String Readings

Record the source, unit, and operating condition beside every value

ASSET/STRING	METRIC	READING	UNIT	DATE/TIME	CONDITION

REFERENCE CONDITION / BASELINE

INTERPRETATION / LIMITATION

NEXT TEST / NEXT ACTION

Fault Actions, Parts, and Photos

INTAKE

IDENTIFY

INSPECT

MEASURE

CORRECT

VERIFY

PHOTO / EVIDENCE 1

REF / LOCATION

OBSERVATION

PHOTO / EVIDENCE 2

REF / LOCATION

OBSERVATION

PHOTO / EVIDENCE 3

REF / LOCATION

OBSERVATION

ID	FINDING / CHANGE	IMPACT	OWNER	DUE	STATUS

EVIDENCE SUMMARY / HANDOFF TREATMENT

Post-Work Verification and Handoff

INTAKE

IDENTIFY

INSPECT

MEASURE

CORRECT

VERIFY

Handoff gate
Close the record only when every exception has an owner and next step

- ☐ Alert and downtime are time stamped
- ☐ Before and after status is recorded
- ☐ Parts and serials are traceable
- ☐ Remaining output impact is stated
- ☐ Affected asset is uniquely identified
- ☐ Photos map to asset locations
- ☐ Open RMA or quote is assigned
- ☐ Next visit or monitor date is set

CLIENT-READY OUTCOME SUMMARY

OPEN WORK / LIMITATION / QUOTE ITEM

PRIORITY	NEXT ACTION	EVIDENCE / SOURCE	OWNER	DUE	STATUS