

FORMAT INSTALLATION MANUAL FOR PUBLIC CHARGING STATIONS

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Welcome to the standard format for installation manuals for public charging stations. This document is intended as a guide for drafting a clear and structured manual that leads installers step by step through the installation process. Adapt this format to suit the specific features, technical specifications, and installation requirements of your charging device. This ensures that the manual is complete and effective for installers. On our website, netbeheerderskeuringen.nl, you can also find installation manuals for other certified charging devices. These examples can help you further develop your own manual.

Note: the manual must be written in Dutch. The manual must include the following six sections:

1. SAFETY AND OPERATING INSTRUCTIONS

Safety is of great importance for charging devices. Provide clear instructions on how installers should handle the system safely. Since charging devices are electrical installations, it is essential that installers are aware of the potential risks and associated safety measures.

2. PRODUCT INFORMATION

Provide detailed technical specifications of the charging device. This enables installers to make informed decisions during the installation process. Also indicate in the manual which models it applies to and who the supplier is.

3. INSTALLATION PROCEDURE

Given the complexity of installing charging devices, it is essential to provide a step-by-step installation procedure. This includes not only mechanical installation steps, such as mounting the charging device on a pedestal or wall, but also detailed instructions for safely connecting the electrical wiring.

The manual should state that the access door of the charging device must always remain accessible.

4. COMMISSIONING

Explain how the charging device is commissioned after installation. Include the following:

- How the charging function is activated;
- How the operation is checked;
- What tests must be performed to ensure correct functioning.

Clear instructions help both installers and end users become familiar with the system and minimize operational errors.

5. CONNECTIVITY (OPTIONAL)

Some charging devices support communication with external systems, such as back-office platforms or networks for monitoring charging activity. If applicable, specify how such a connection is established.

6. NETWORK OPERATOR COMPARTMENT

Provide the following information in this section:

- Refer to the grid connection as “Compact connection module” or “CAM”;
- Indicate where the mounting plates are pre-installed in the charging device (preferably in a diagram, optionally also in text);
- A 3D model of the CAM and the mounting plates is available via ElaadNL;

Do not include any visual or textual references to work performed by the network operator, such as:

- Inserting the connection cable;
- Installing the CAM or smart meter;
- Connecting to the main switch;
- Sealing components.

Only use the following text in the manual regarding the grid connection: *"Follow the instructions of the network operator, as communicated, to establish a safe grid connection within the device."*

7. FOUNDATION

If a smart foundation and/or an adapter plate is applied, the following items must be included in the installation manual of the charging station, in accordance with NTA 8042 (sections 7.3.1 and 7.3.2):

- Instructions to ensure long-term stability;
- Determination of a condition score for the remaining service life based on a visual inspection;
- A risk assessment and any associated measures;

By carefully elaborating on these sections, you assist installers in the safe, correct, and efficient installation of the charging device. A well-written installation manual contributes to reliable operation and a more positive user experience.