APEX RELIABILITY ENGINEERING

What to record before resetting a VFD

Original evidence checklist | v1.0 | Reviewed 2026-11-18

Preserve useful evidence so the next investigation starts with facts. Safe response takes priority: do not delay shutdown, isolation or emergency action to collect information. A reset may permit a restart. Authorized personnel must use the applicable OEM and site procedures.

Asset / work order: _____ Date / time zone: _____

Identify the event

[ ] Record the asset tag, date, local time and time zone; note whether clocks agree.
[ ] Copy the exact displayed fault, warning and auxiliary codes, including their order. Take a permitted photograph from a normally accessible display if safe.

Identify the equipment

[ ] Use existing records for the drive and motor models, firmware revision and driven equipment.
[ ] Identify the applicable OEM manual. Mark unavailable details as unknown; do not open an energized enclosure to obtain them.

Preserve the available history

[ ] Have an authorized person preserve the available event history and fault snapshots using the applicable OEM procedure before clearing records or changing settings.
[ ] Record which signals were captured at the event. Distinguish fault snapshots from readings observed after a stop or restart. History depth and available signals vary by product and firmware.

Describe the operating context

[ ] Was the machine starting, accelerating, running, decelerating or stopped? Record the duty, production state and reported load.
[ ] Note recent work, parameter changes, environmental changes and related alarms. Separate observations from explanations.

Build a timeline

[ ] Record what happened immediately before and after the trip, who observed it, and any authorized response already taken.
[ ] Note recurrence and similar events on other equipment. Keep a copy of available records under the site's information-handling rules.

Define the next question

[ ] What evidence is missing, and who is qualified to obtain it safely? A fault code is an investigation clue, not proof of a failed component.
[ ] Attach this record to the work order or review request. This checklist does not authorize a reset, a protection bypass, a parameter change or an energized test.

OEM source example: ABB ACS580 firmware manual, Rev J (2025-10-01), pp. 538-539 / 209.
Full source and context: https://apexreng.com/resources/vfd-fault-evidence-checklist/