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Square D Company - Technical Services Division

STANDARD PRACTICE BULLETIN

SUBJECT: Start-up and Maintenance Procedure for: TSD1035 GROUND FAULT FEEDERS

HEADER

35.01 JOB NAME

35.01.01 Record the company, hospital, manufacturing facility, etc. where the equipment is located.

35.02 LOCATION

35.02.01 Record the city and state where the equipment is located.

35.03 EQUIPMENT DESIGNATION

35.03.01 Record customer's identification of the equipment.

35.04 JOB NUMBER

35.04.01 Record the TSD incident number.

35.05 DATE

35.05.01 Record the date(s) the report is filled out.

35.06 TSR

35.06.01 Record the name(s) of TSR(s) doing the work.

NAMEPLATE DATA

35.07 SWITCHBOARD/SWITCHGEAR MANUFACTURER

35.07.01 Record manufacturer of switchboard/switchgear.

35.08 SERIAL NUMBER

35.08.01 Record serial number and/or factory order number of switchboard/switchgear.

35.09 SYSTEM VOLTAGE

35.09.01 Record system incoming line voltage.

IDENTIFICATION

35.10 GROUND FAULT DESCRIPTION

35.10.01 Record the customer's designation for the feeder.

35.10.02 Record the manufacturer of the ground fault system.

35.10.03 Record the type (catalog number) of the ground fault system.

Approvals			

SUBJECT: Start-up and Maintenance Procedure for; TSD1035 GROUND FAULT FEEDERS

35.11 RELAY RANGES

35.11.01 Indicate the pick-up current range of the relay or trip unit.

35.11.02 Indicate the time range of the relay or the time band numbers of the trip unit.

35.12 SETTINGS

35.12.01 Record the pick-up and time settings of the relay or trip unit as found before testing.

REFER TO MANUFACTURER'S PRODUCT BULLETIN FOR THE FOLLOWING PROCEDURES:

INSPECTION CHECKLIST

Indicate status of each checklist item using the following codes:

A - Use when all items are acceptable at time of inspection.

R - Use when an item needs repair, replacement, or adjustment but not done at time of inspection. Indicate reason(s) for not correcting at this time.

C - Use when an item is found in need of repair, replacement, or adjustment and that item is corrected during the inspection.

NA - Use when an item is not part of the equipment, or give explanation for not completing this task.

35.13 CONTROL TRANSFORMER

35.13.01 Verify for adequate capacity and indicate status.

ELECTRICAL TESTING

35.14 NEUTRAL INSULATION RESISTANCE

35.14.01 Remove neutral to ground disconnect link and megger neutral to ground per megger instructions. Conduct test for one (1) minute. Record insulation resistance. Preferably 1 meg Ohm but >100 Ohms will operate system.

35.15 RELAY TEST VALUES

35.15.01 Determine pick-up current at customer provided setting.

35.15.02 Determine time delay at customer provided settings at 150% and 300% of pick-up unless customer requests other values.

35.16 SHUNT TRIP

35.16.01 Verify that the shunt trip will pick up at 57% of rated voltage. Self or fault powered systems are excluded from this requirement.

35.17 TEST PANEL OPERATION

35.17.01 Check operation of test panel.

35.18 SETTINGS

35.18.01 Record the pick-up and time settings of the relay or trip unit as left.

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Notes may be made for any item on the report form by a circled number sequentially entered in the NOTES area of the report form.

35.19 SERVICE STICKERS

35.19.01 If the equipment passes inspection/testing, complete and apply either sticker TSD1044 or TSD1045 in a visible location. The size and the available surface area of the equipment will dictate which sticker is used. See Procedures Number TSD1044/45/46A for details on service stickers.

35.19.02 If the equipment needs repair, replacement, or adjustment, complete and apply sticker TSD1046 to alert the user that service is required. See Procedure Number TSD1044/45/46A for details on service stickers.

35.19.03 Record which service sticker was used.