**Referenced to Water Corporation Standards: DS21, DS22, DS26-02, DS26-13, DS26-16, DS26-28, and DS26-29.**

|  |
| --- |
| **1. GENERAL DATA** |
| PROJECT NAME: | PROJECT NO: |
| IDENTIFICATION: |  |

|  |
| --- |
| **2. TRANSFORMER DATA** |
| TYPE: OIL FILLED [ ]  DRY [ ]   |
| SITE REQUIREMENT: INDOOR [ ]  OUTDOOR [ ]  KIOSK [ ]   |
| MOUNTING: GROUND [ ]  POLE [ ]   |
| MAKE: | SERIAL NO: |
| ENCLOSURE PROTECTION: | COOLING: |
| INSULATION CLASS: | VECTOR GROUP: |
| KVA RATING: | FREQUENCY: |
| PRIMARY VOLTAGE: | PRIMARY CURRENT: |
| SECONDARY VOLTAGE: | SECONDARY CURRENT: |
| TERTIARY VOLTAGE: | TERTIARY CURRENT: |
| MF DWG NO.(S): | WC TRANSFORMER NO.: |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **3. INSPECTION** | **DONE****/YES** | **NO** | **N/A** | **COMMENTS/DETAILS** |
| 1 | Record cold winding temperatures – confirm as expected. | [ ]  | [ ]  | [ ]  |  |
| 2 | Confirm winding temperature alarm & trip settings are as per manufacturer and/or drawing requirements. | [ ]  | [ ]  | [ ]  |  |
| 3 | Confirm overpressure alarm & trip settings are as per manufacturer and/or drawing requirements. | [ ]  | [ ]  | [ ]  |  |
| 4 | Confirm required tapping selected or connected. | [ ]  | [ ]  | [ ]  |  |
| 5 | Megger primary–secondary winding. Confirm acceptable. | [ ]  | [ ]  | [ ]  |  |
| 6 | Megger primary–tertiary winding. Confirm acceptable. | [ ]  | [ ]  | [ ]  |  |
| 7 | Megger primary winding-Earth. Confirm acceptable. | [ ]  | [ ]  | [ ]  |  |
| 8 | Megger secondary–tertiary winding. Confirm acceptable. | [ ]  | [ ]  | [ ]  |  |
| 9 | Megger secondary winding-Earth. Confirm acceptable. | [ ]  | [ ]  | [ ]  |  |
| 10 | Megger tertiary winding-Earth. Confirm acceptable. | [ ]  | [ ]  | [ ]  |  |
| 11 | Confirm HV & LV cables pre-commissioned separately.  | [ ]  | [ ]  | [ ]  |  |
| 12 | Confirm all covers installed and transformer safe to energise. | [ ]  | [ ]  | [ ]  |  |
| 13 | Energise transformer no-load for 24 hours. | [ ]  | [ ]  | [ ]  |  |
| 14 | Record secondary and tertiary voltages and winding temperatures – confirm as expected.  | [ ]  | [ ]  | [ ]  |  |

|  |
| --- |
| **4. TESTS** |
| 5.1 Test Equipment |
| Megger |
| Manufacturer: | Model: |
| Serial No.: | Last Calibration Date: |
| Multimeter |
| Manufacturer: | Model: |
| Serial No.: | Last Calibration Date: |
|  |
| 5.2 Insulation Resistance Test |
| **Circuit Description** | **P-S (\_\_kV)**  | **P-T (\_\_kV)** | **P-E (\_\_kV)** | **S-T (\_\_kV)** | **S-E (\_\_kV)** | **T-E (\_\_kV)** |
| **Resistance (Ω)** |  |  |  |  |  |  |
|  |
| 5.3 Winding RTD Measurements |
| **Description** | **Ambient** | **Gauge** | **Ta** | **Tb** | **Tc** | **Ta1** | **Tb1** | **Tc1** |
| **Temp (ºC) – Cold** |  |  |  |  |  |  |  |  |
| **Temp (ºC) – 24 Hour No Load**  |  |  |  |  |  |  |  |  |
|  |
| 5.4 Voltage Measurements |
| **Description** | **Secondary** | **Tertiary (add neutral voltages in remarks if star connected)** |
| **R-W** | **R-B** | **W-B** | **R-N** | **W-N** | **B-N** | **R-W** | **R-B** | **W-B** |
| **No Load** |  |  |  |  |  |  |  |  |  |

|  |
| --- |
| **5. REMARKS / REMEDIAL ACTIONS** |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

|  |  |
| --- | --- |
| **6. SIGNOFFS** |  |
| NAME (PRINT) | COMPANY / ROLE | SIGNATURE | DATE |
| NAME (PRINT) | COMPANY / ROLE | SIGNATURE | DATE |
| NAME (PRINT) | COMPANY / ROLE | SIGNATURE | DATE |