

# Inspection and Test Record for Power Transformer

Record No.: \_\_\_\_\_  
page 1 of 2

Client: _____	Subcontractor: _____
Project No.: _____	Subcontract P.O. No.: _____
Project Name: _____	Substation No.: _____

**Additional Information:** Rating: ..... kVA Voltage: ...../..... V  
 Manufacturer:: Vector group:  
 P.O. No.: Current: ...../..... A  
 Location  
 Serial No.: Reference Document:

Items to inspect	Subcontractor	Company		Remarks
	inspected initials/date	Hold Point	inspected* initials/date	
1.0 Inspection of the switchgear transformer feeder unit  Completed: Form No.: Protection relay setting:		h		
2.0 Insulation resistance tests:  HV winding to earth ..... LV winding to earth ..... HV to LV winding .....		h		
3.0 Earthing  Check the condition - neutral earthing  Measure:  neutral earthing continuity ..... Ohm equipment earthingn continuity ..... Ohm		h		
4.0 For breathing type transformers:  - check the position of the conservator valve - check the silicagel condition/color - result of the oil test main tank/conservator - test gas/oil relay (buchholz) alarm/trip - check termometer ..... reset max. indicator		h		

H - Company's presence is mandatory for all activities in section.  
 h - Company's presence is mandatory.

Attachments, No. of pages: \_\_\_\_\_

Accepted for Subcontractor	Accepted for Company	Accepted for Client
Name: _____	Name: _____	Name: _____
Signature: _____	Signature: _____	Signature: _____
Date: _____	Date: _____	Date: _____

\*Company only initials for holdpoint

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Items to inspect	Subcontractor		Company		Remarks
	inspected initials/date	Hold Point	inspected* initials/date		
5.0 Check single core cable bonding (for pre-commissioning inspection only)		h			
6.0 Inspection of the electrical system of cooling fans/pumps		h			
7.0 Basic inspection completes Sheet No.:		h			
8.0 Remedial action completed:		h			

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