

Inspection and Test Record for Voltage Transformer (and UV Relay)

Record No.: _____

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

Additional Information:	Voltage Transformer:	Manufacturer:
Function:	Type:	P.O. No.:
Ratio:	Serial No.:	Location:
Class:	Vector Group:	Switchboard No.:
VA Rating:	Reference Document:	Section/Panel No.:

Notes: Tests marked (C) are required for pre-commissioning inspection only.
 All activities are HOLD points and must be witnessed by Company's Supervisor and manufacturer's representative, if on site.

1.0 Record the fuse rating A

2.0 Check the following items - note deviations/defects under remarks:
 - mechanical damage - alignment of contacts
 - tight connections - star-point earthing
 - locking arrangement - core marking
 - for oil-immersed transformers - oil test result

3.0 Insulation resistance tests: (500 V.D.C.)
 - primary wiring to earth:..... Mohm (secondary earthed)
 - secondary winding to earth:
 (primary winding earthed)

4.0 After energizing:
 - measure the VT secondary voltage
 phase to phase R-S S-T T-R V
 phase to earth R-S S-T T-R V
 - check phase rotation (C)
 voltmeter reading:
 sec. voltage V meter reading kV

Witnessed by:	Remarks:
Manufacturer's representative:	
Name:	
Signature:	
Date:	
Company's representative:	
Name:	
Signature:	
Date:	
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