



DIRECT MAINTENANCE  
CONTROL COMPANY

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# **CATHEDRAL PLACE**

## **ELECTRICAL**

## **EMERGENCY**

## **PROCEDURE**

PRODUCED BY DERMOT MCCARTHY APRIL 2015  
V.1. CP/LV/EM/DOC001

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## **DMCC CATHEDRAL PLACE**

### **STANDARD ELECTRICAL OPERATING PROCEDURES FOR TRANSFORMER OR HV FAILURES**

#### **INTRODUCTION**

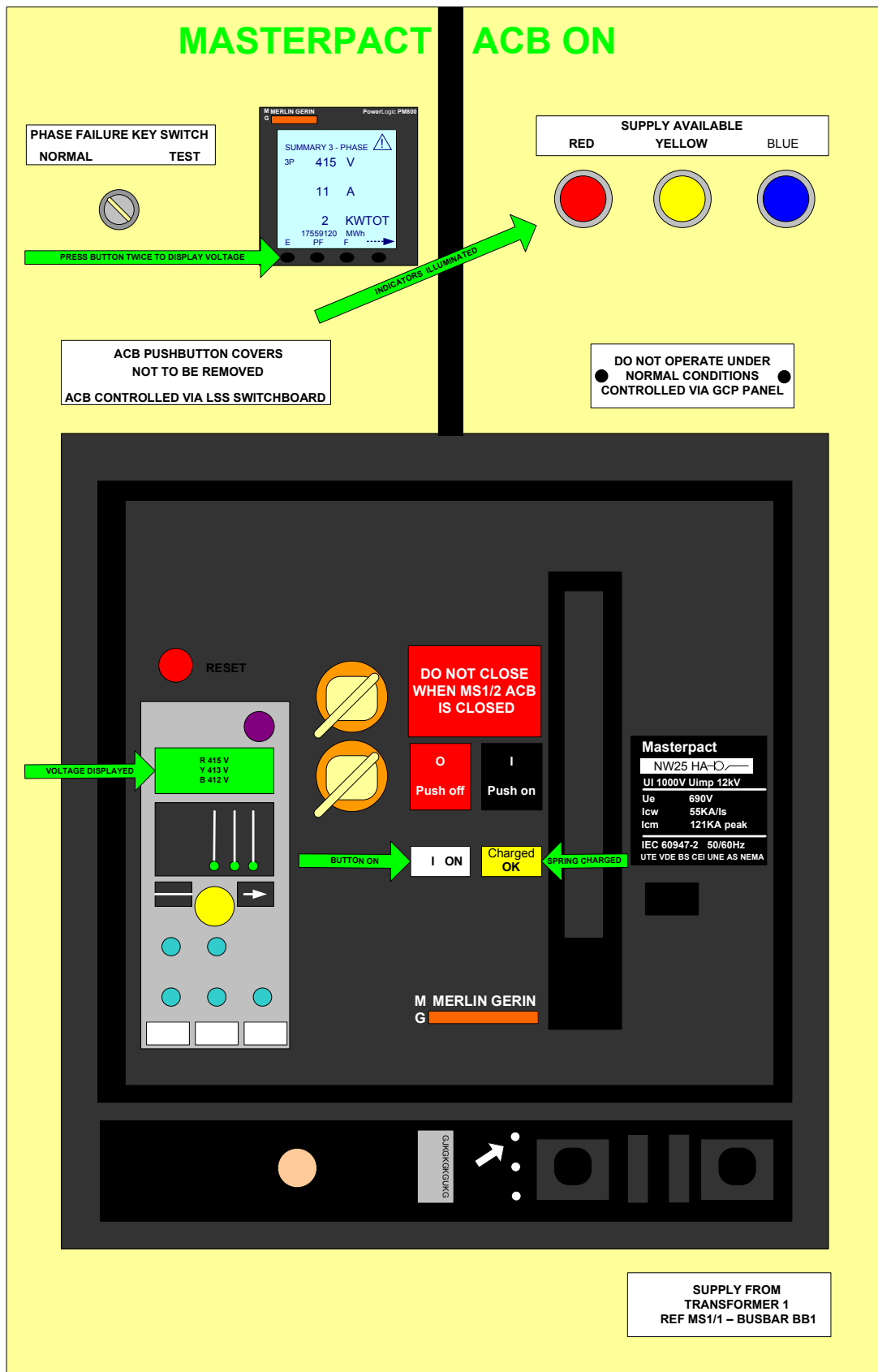
It is practical to isolate any individual transformer by switching at the main LV switchboards to restore power from an alternative source following a failure.

As the switching is purely on LV switchgear, the restoration of power can be carried out by an Electrician declared Competent to follow this procedure by local management.

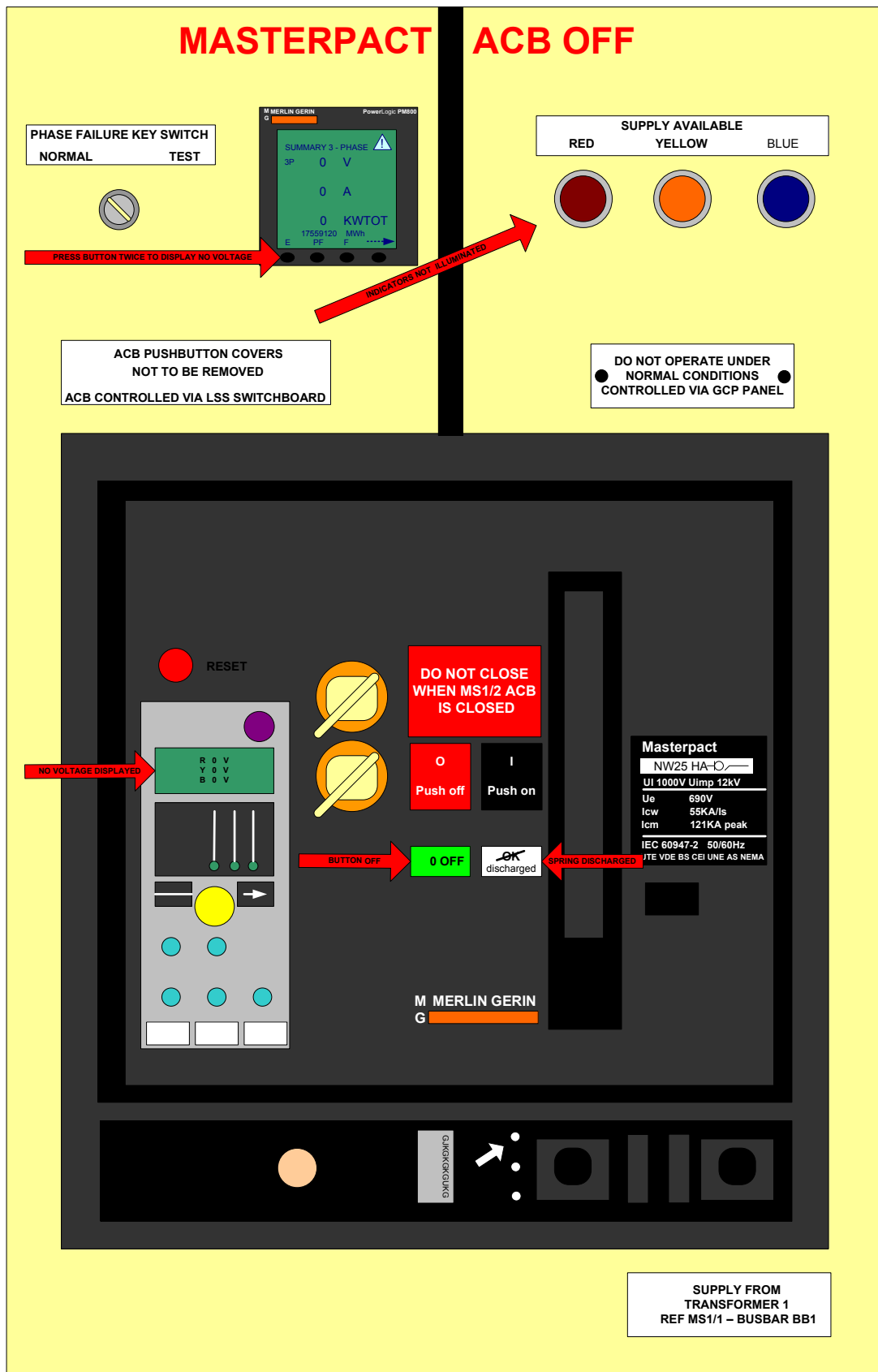
The failure will come to light following a report from either tenants' or landlords' staff that there has been a loss of power. It will then be necessary to identify which LV switchboard has lost power.

As there will only be a partial failure it will be obvious that there has not been a mains failure.

# MASTERPACT ACB IN CLOSED TO ON POSITION



# MASTERPACT ACB IN OPEN TO OFF POSITION



## **FAILURE OF TX1 OR ITS HV FEED**

The supply available lamps on the ACB **MS1/1** will be off.

Inhibit generators see note 1 of this procedure.

Ensure that there is no voltage on Switchboard MS1 TX1 side by isolating the HV incomer **HV2/3** this operation can only be carried out by a **HV AUTHORISED PERSON**.

The supply available lamps on the ACB **MS1/3** will be on (supply from ACB **MS3/4** on MS3 should be on).

Check that there is no voltage on Switchboard MS1. by scrolling the left hand button on the power meter to display the voltage.

Shed load from Switchboard MS1 by switching the following ACB **OPEN TO OFF**:  
**CORE 1 TENANT RISER BUSBAR BB11.**

Switch and/or check the Transformer Incomer ACB **MS1/1** is **OPEN TO OFF** and remove Castell key M11 (to withdraw castell key push and hold off button, turn key anti-clockwise and remove ).

Rack out ACB **MS1/1**.

Insert and turn clockwise Castell key M11 into the ACB Bus coupler **MS1/3** (from ACB **MS3/4**).

Switch and/or check supply from switchboard LSS ACB **MS1/2** is **OPEN TO OFF** and remove castell key M12 (to withdraw castell key push and hold off button, turn key anti-clockwise and remove ).

Rack out ACB **MS1/2**.

Insert and turn clockwise Castell key M12 into the ACB Bus coupler **MS1/3** (from ACB **MS3/4**).

Switch ACB Bus coupler **MS1/3** (from ACB MS3/4) **CLOSE TO ON**.

Check power has been restored to Switchboard **MS1** (from ACB **MS3/4**).

Restore Switchboard MS1 loads by switching the following ACB **CLOSE TO ON:**  
**CORE 1 TENANT RISER BUSBAR BB11.**

Check all plant fed from Switchboard **MS1** for correct operation.

## **RESTORATION OF FEED FROM TRANSFORMER TX1 TO NORMAL**

Verify that some load from Switchboard MS1 has been shed by ensuring that the following ACB is **OPEN TO OFF: CORE 1 TENANT RISER BUSBAR BB11.**

Rack in **MS1/1.**

Switch ACB Bus coupler ACB **MS1/3** (from ACB **MS3/4**) **OPEN TO OFF** and remove Castell Keys MS11 and MS12 and confirm spring charged.

Insert and turn clockwise Castell key M11 into ACB **MS1/1** and leave **OPEN TO OFF** and confirm spring charged.

Insert and turn clockwise Castell key M12 into ACB **MS1/2** and leave **OPEN TO OFF** and confirm spring charged.

Ensure that there is voltage on Switchboard MS1 TX1 side by re-instating the HV incomer **HV2/3** this operation can only be carried out by a **HV AUTHORISED PERSON.**

Check at ACB **MS1/1** that the Transformer TX1 supply available lamps are lit.

Check that there is voltage on Switchboard MS1. by pushing the left hand button on the power meter to display the voltage.

Restore Switchboard MS1 loads by switching the following ACB **CLOSE TO ON: CORE 1 TENANT RISER BUSBAR BB11.**

Check all plant fed from Switchboard MS1 for correct operation.

Reinstate generators see note 1 of this procedure.



Note 1.

To inhibit generators.

There are five relays behind the mimic panel on the fascia of the LSS switchboard, one relay for each RX they are labelled MF1, MF2, MF3, MF4, MF5. These relays correspond to each TX ie TX1 + MF1 etc. To inhibit lift the small blue plastic on the relevant relay to the vertical position.