

12.47 kV SYSTEM: TESTING AND SECTIONALIZING EQUIPMENT AND CIRCUITS

OPERATING PROCEDURE

APPLICATION

Testing and sectionalizing equipment and circuits on the 12.47 kV system. This procedure is part of the operations manual for the 12.47 kV power system. See ADMN-056 for an overview of the manual's contents, including related procedures.

SPECIAL INSTRUCTIONS

- Any Facilities personnel performing this procedure must know the general operating and information procedures regarding this system.
- Equipment required:
 - LBNL locks and tags
 - HV meter
 - Ground clusters
 - Appropriate PPE as required by OPER-253

WORK STEPS

1. Test and sectionalizing of circuits is performed under direction of a Facilities Electrical Engineer or as specified by approved Switching Tag.
2. Test HV meter to verify proper operation.
3. Verify by testing that all possible energized parts are de-energized. If energized parts or circuits are found, de-energize and retest.
4. Open or close switch gear or breaker as required. Note: Do not reclose a faulted circuit breaker until the feeder service area is checked clear.
5. Perform testing per procedure identified in ADMN-056 under "Emergency Response" as required.

REFERENCES

1. ADMN-056, "12-kV Binder Document Control."
2. OPER-045, "Lockout/Tagout."

RESPONSIBILITIES AND CONTROLS

Completion of the following signature lines constitutes approval of this procedure:

REV NO.	SME	REVIEWED BY	APPROVED BY / DATE	REVISION DATE
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