|  |
| --- |
| SRA No:  **TYPE** *2* |

**SECTION A: BUILDING AND SITE SECTION B: CUSTOMER OR OTHER PARTY**

|  |  |  |  |
| --- | --- | --- | --- |
| **SITE NAME:** *XXXXXXXXX*    **SITE ADDRESS:** *XXXXXXXXXXXXXXXXX*  **SITE TELEPHONE No:** *XXXXXXXX*  **SUBSTATION NAME:** *XXXXXXXX* | **OWNER OR LESSEE:** *ICP Ltd*  **OCCUPIER:** *ScottishPower*  **MAINTENANCE:** *ICP Ltd*  **SAFETY:** *ScottishPower and Customer*  **SECURITY:** *ScottishPower* | **ACCESS REQUIREMENTS:**  *24 Hour access required*  *SP Access metering equipment SP(M/D) equipment*  **SITE ARRANGEMENTS:** *24 Hour access required contact site*  *security prior to entering site*  **CONNECTION POINT:** *Outgoing terminals of the Company’s*  *HV Circuit Breaker*  **Drawing Number:** *D5 HV Circuit Breaker* | **CUSTOMERS NAME:** *XXXXXXXX*  **MPAN:** *XXXXXXXXXX*  **ADDRESS:** *XXXXXXXXXXX*  **TELEPHONE No:** *XXXXXXXXXXXXXXXX* |

**SECTION C: PLANT AND APPARATUS**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Item**  **No** | **Equipment** | **Identification** | **Owner** | **Safety**  **Rules**  **Applic.** | **Operation** | | | | **Maintenance** | | **Fault Investigation** | | | **Testing** | | **Protect**  **Setting** |
| Opening | Closing | Isolation | Earthing | Primary  Equip | Protect  Equip | Primary  Equip | Protect  Equip | Circuit  Reclose | Trip &  Alarm | Primary  Equip |
| 1 | *HV Switch* | *LH Ring Sw* | *S* | *S* | *S* | *S* | *S* | *S* | *S* | *N/A* | *S* | *N/A* | *S* | *N/A* | *S* | *N/A* |
| 2 | *HV Switch* | *RH Ring Sw* | *S* | *S* | *S* | *S* | *S* | *S* | *S* | *N/A* | *S* | *N/A* | *S* | *N/A* | *S* | *N/A* |
| 3 | *HV Circuit Breaker* | *SF6 c/b – Customer Supply* | *S* | *S* | *S/C* | *S* | *S* | *S* | *S* | *S* | *S* | *S* | *S* | *S* | *S* | *S* |
| 4 | *Metering VTs* | *HV Metering Unit* | *S* | *S* | *N/A* | *N/A* | *N/A* | *N/A* | *S* | *N/A* | *S* | *N/A* | *N/A* | *N/A* | *S* | *N/A* |
| 5 | *Auxiliary Fuses / Links* | *Located on HV Metering Unit & Meter Panel* | *S* | *S* | *S* | *S* | *S* | *N/A* | *S* | *N/A* | *S* | *N/A* | *S* | *N/A* | *S* | *S* |
| 6 | *Metering Multicore* | *Connects items 5 and 8* | *S* | *S* | *N/A* | *N/A* | *N/A* | *N/A* | *S* | *N/A* | *S* | *N/A* | *N/A* | *N/A* | *S* | *N/A* |
| 7 | *Emergency Trip Multicore* | *Installed* | *S* | *S/C* | *S/C* | *S/C* | *S* | *N/A* | *S* | *S* | *S* | *S* | *S* |  | *S* | *N/A* |
| 8 | *Meter Panel* | *Located in Customer’s switch room* | *S* | *S* | *N/A* | *N/A* | *N/A* | *N/A* | *S* | *N/A* | *S* | *N/A* | *N/A* | *N/A* | *S* | *N/A* |
| 9 | *Emergency Trip Button* | *Fitted* | *S* | *S/C* | *S* | *S/C* | *S* | *N/A* | *N/A* | *S* | *N/A* | *N/A* | *N/A* | *N/A* | *N/A* | *N/A* |
| 10 | *Meter* | *Located on Meter Panel* | *M* | *M* | *N/A* | *N/A* | *N/A* | *N/A* | *M* | *N/A* | *M* | *N/A* | *N/A* | *N/A* | *M* | *N/A* |
| 11 | *Outgoing HV Cable* | *HV Cable to Customer from SP* | *C* | *C* | *N/A* | *N/A* | *N/A* | *N/A* | *C* | *N/A* | *C* | *N/A* | *N/A* | *N/A* | *C* | *N/A* |
| 12 | *Customers 1st point of isolation* | *Customers local transformer MV links* | *C* | *C* | *C* | *C* | *C* | *N/A* | *C* | *N/A* | *C* | *N/A* | *N/A* | *N/A* | *C* | *N/A* |

|  |
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| **REMARKS:** *Emergency Trip Button fitted. ScottishPower require to be notified when emergency trip button operated. Not to be used for HV isolation* |

**SECTION D: CONTROL SECTION E: ADDITIONAL INFORMATION**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Item No. | Control Engineer Responsible | Telephone Number | Remarks |  | **design capacity** |
|  | SPEN OCC |  | Customer to contact SP for isolation |  |
|  | Meter Operator appointed by Customer |  |  |  |
|  | Customer Authorised Person |  |  |  |

**ABBREVIATIONS:**

**M = Meter Operator C = Customer**

**S = SP Manweb or SP Distribution Ltd**

**TC = Telecomms. Provider (e.g. Vodafone)**

**T = SP Transmission Ltd N/A = Not Applicable**

**Signed…………………………………..for SP Energy Networks. Date………………**

**Signed…………………………………..for Customer Date………………**