

1. SCOPE

This document details the application of SOP 2008/0351/00 (Applicable to Tapchangers at all voltages above 11kV) issued by the Energy Networks Association.


2. ISSUE RECORD

This is a **Reference** document. The current version is held on the Energy Networks Intranet Document Library.

It is your responsibility to ensure you work to the current version.

| Issue Date | Issue No | Author | Amendment Details |
|------------|----------|-------------------|-----------------------------|
| May 2008 | 1 | Alastair Ferguson | Initial SOP Issue |
| June 2013 | 2 | Alan MacGregor | Voltage Regulator addressed |

3. ISSUE AUTHORITY

| Author | Owner | Issue Authority |
|---|---|--|
| Alan MacGregor Lead Engineer, Technical Risk | Alastair Ferguson Asset Risk Manager | Jim Sutherland Engineering Director  Date...27/6/13..... |

4. REVIEW

This is a **Reference** document which has a 5 year retention period after which a reminder will be issued to review and extend retention or archive.

5. DISTRIBUTION

This document is not part of a Manual maintained by Document Control and does not have a maintained distribution list.

6. SOP DETAILS

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|---|---|
| EQUIPMENT TYPE: ORIGINATING DNO | AEI Type ME 501 Tapchanger EDF Energy |
| DATE: | 8 th May 2008 |
| NUMBER INSTALLED IN ENERGY NETWORKS NORTH: | None |
| NUMBER INSTALLED IN ENERGY NETWORKS SOUTH: | None |
| REASON: | Issued following the fatality of a member of staff while hand cranking a tap-changer of the above type on a 132/11kV transformer. |
| STATUS IN INITIATING DNO: | Tap changers (at all voltages above 11kV) must not be operated by hand cranking with the transformer live. No work, or activities, will take place in the immediate vicinity of AEI ME501 Tap Changers. |
| SPEN APPLICATION: | <p>Where manual tap change operations (or local electrical operation from the adjacent control cubicle) are required on primary (33/11/6.6kV) or grid transformers, these operations shall be carried out with the associated transformer de-energised.</p> <p>In all cases this shall be done with the agreement of the Control Engineer and any exceptions to this requirement shall be subject to the agreement of the OCC Manager.</p> <p>These requirements must be considered when investigating any tapchanger or associated control system fault.</p> <p>Automatic operation and operations from the substation control room or by telecontrol are unaffected by this restriction.</p> <p>[Safety Bulletin EXP-10-102 refers]</p> |
| UPDATE: | For clarity, this SOP does not apply to 11kV automatic voltage regulators, both pole and ground mounted. However, any defect investigation on 11kV voltage regulators shall consider whether the unit could be de-energised before undertaking work. |
| REMEDIAL ACTION: | None |