



TYRONE ELECTRICAL SERVICES

Electrical Contractor

Head Office
7 Dalglish Street, Thebarton, South Australia 5031
Phone 08 8152 0696 Email: admin@tyrone.com.au
ABN: 86 075 964 457

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INSPECTION TEST PLAN:	SWITCHBOARD INSTALLATION – FINAL INSPECTION		
SWITCHBOARD (IE. TX/MSB/MDB/DB)		CLIENT:	BUILT
		PROJECT:	WESTERN PLAZA UPGRADE AFC & DPH
		PROJECT NO:	A5964
LOCATION/AREA:		DOCUMENT REF:	
INSTALLATION AND ITP COMPLETED BY:		SPECIFICATION REF	

ITEM	ACTIVITY STEP DESCRIPTION	ACCEPTANCE CRITERIA	RESPONSIBILITY	COMPLETION		
				YES	NO	N/A
1.	Switchboard installation visual inspection	<ul style="list-style-type: none"> - Check for visible internal/external damage - Correct installation, level & mounting is satisfactory, - Segregation and clearances from other services are satisfactory -as per AS/NZS 3000 Standard 	-TYRONE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Doors, cable access, live parts access	<ul style="list-style-type: none"> -locks installed and in working condition -earthing to doors and escutcheons installed (if required) -ensure all insulated barriers, doors and escutcheons are installed and protection is adequate -as per switchboard drawings and regulatory requirements 	-TYRONE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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ITEM	ACTIVITY STEP DESCRIPTION	ACCEPTANCE CRITERIA	RESPONSIBILITY	COMPLETION		
				YES	NO	N/A
3.	MEN point	- installed and clearly identified (if applicable)	-TYRONE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Cable glands/cabling switchboard entry	-switchboard meets required IP rating -sizes and type are correct/acceptable -no undue stress on glands/cable or gland lock ring -glands tightened/entry points sealed/completed -pole fillers installed/live parts protected	-TYRONE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Metering and current transformers (CT)'s	- Check meter is configured to the installed CTs ie. ratios are correct. -Meter readings and communication to BMS have been checked and verified. - VTs and CT links are removed.	-TYRONE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Identification, labelling & signage	- completed and correct as per regulatory requirements and switchboard drawings	-TYRONE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Circuit schedule/switchboard legend	- Switchboard legend (if applicable) has been printed and installed inside door. No pen or pencil markup on the legend ie. all completed - or changes actioned for reprint and reinstallation.	-TYRONE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Final Check	- Switchboard left clean and tidy - doors are installed and closed	-TYRONE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Identify any outstanding or rectification works required	-provide details in the comments below	-TYRONE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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ITEM	ACTIVITY STEP DESCRIPTION	ACCEPTANCE CRITERIA	RESPONSIBILITY	COMPLETION		
				YES	NO	N/A
10.	<u>COMPLETION POINT:</u> Installation completion	-all items above have been completed -any outstanding items, please make comments below for future action by undersigned -Completed ITP provided to site manager/supervisor/commissioning manager	INSTALLED AND CHECKED BY TYRONE INSTALLER/REPRESENTATIVE:			
			NAME:			
			SIGN:			
			DATE:			
11.	ITP/OM Manual documentation	-Final check of switchboard has been completed. - Issues/defects have been closed out/ documented for action. -All documents have been submitted	- TYRONE COMMISSIONING MANAGER/ SITE SUPERVISOR/ MANAGER:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
COMMENTS:			CHECKED APPROVED BY TYRONE COMMISSIONING MANAGER/ SITE SUPERVISOR/ MANAGER:			
			NAME:			
			SIGN:			
			DATE:			

Direction Looking:		Direction Looking:	
Direction Looking:		Direction Looking:	

Direction Looking:		Direction Looking:	
Direction Looking:		Direction Looking:	