Standardized operation card for standby converter cooler start and tap switch adjustment

1. Job information

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Device dual name  (Y/Y, Y/D standby converter transformer) | Lahore Station | operating hours |  | Job card number |  |

2. Process requirements

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Serial number | Key processes | Quality standards and requirements | Risk identification and pre-control measures | Implementation |
| 1 | Startup of standby converter transformer cooler, tap switch adjustmentPreparations | | |  |
| 1.1 | Tools and equipment are transported to the work site | The tools and equipment required for inspection are complete: keys, multimeters. | Inspect tools and instruments to ensure  intact. |  |
| 1.2 | Staff in place | 1.2.1 Have certain field work experience, familiar with relevant safety management regulations and technical level.  1.2.2 The personnel are in normal mental state, have no symptoms that hinder work, and dress in accordance with the requirements. | Operators should have a clear division of labor, assign tasks to people, and strictly implement organizational and technical measures to ensure safety. |  |
| 1.3 | Check safety measures | Check that the name of the working equipment is correct, and check that the site meets the working conditions. | Pay attention to keep a safe distance from live equipment. |  |
| 2 | Startup of standby converter transformer cooler, tap switch adjustment work | | |  |
| 2.1 | Measure the fan power supply voltage is normal | Cut the multimeter to the appropriate voltage range | Prevent personnel from low-voltage electric shock |  |
| 2.2 | Cooler working status rotation | 2.2.1 Open the door of the air-cooled control box.  2.2.2 Manually start the cooler and observe whether the cooler is operating normally; observe that the oil flow indicator is normal.  2.2.3 Stop the cooler manually | Strengthen guardianship and recognize the location.Pay attention to keep a safe distance from the fan. |  |
| 2.3 | Measure the tap switch power supply voltage is normal | Cut the multimeter to the appropriate voltage range | Prevent personnel from low-voltage electric shock |  |
| 2.4 | Adjust the position of the tap switch | Manually adjust the gear position of the tap switch, observe that the gear position rises and falls normally, and pay attention to whether there are abnormal phenomena such as jamming. | When problems are found on site, disconnect the tap switch power supply in time |  |
| 3 | Confirmation of the start of the standby converter transformer cooler and the completion of the tap changer adjustment | | |  |
| 3.1 | Confirmation of completion of work | 3.1.1 The standby converter transformer cooling device and the tap switch are normal.  3.1.2 The tools and equipment have been recovered, and the on-site hygiene has been cleaned up.  3.1.3 This maintenance work has been filled in records. |  |  |

3. Signature confirmation

|  |  |
| --- | --- |
| Staff signature |  |

4.Executive evaluation

|  |
| --- |
| Signature of the person in charge of work: |