

INSTRUCTIONS FOR CREATING SUBFORM: 3.2-ATS.030-Annual

Follow these steps to create the form fields:

STEP 1: Create an Info Text field

Content: UNITY

STEP 2: Create a Single Select field

Description: 3.2-A-ATS.030-12: Replace eroded arcing contacts, if necessary.

Options: Yes, No

STEP 3: Create a Single Select field

Description: 3.2-A-ATS.030-13: Adjust main and arcing contacts for simultaneous breaking in accordance with the manufacturer's procedure.

Options: Yes, No

STEP 4: Create a Single Select field

Description: 3.2-A-ATS.030-14: Remove old lubricant residues, then lubricate the transfer switch mechanisms and their associated devices and linkages as specified by the manufacturer.

Options: Yes, No

STEP 5: Create a Single Select field

Description: 3.2-A-ATS.030-15: Operate the ATS manually to verify proper function.

Options: Yes, No

STEP 6: Create a Single Select field

Description: 3.2-A-ATS.030-16: Check for the proper settings for voltage and frequency sensing, pickup, and dropout features for both normal and emergency power, as well as settings for all timing functions.

Options: Yes, No

STEP 7: Create a Single Select field

Description: 3.2-A-ATS.030-17: Clean the top, bottom, and doors of the ATS enclosure.

Options: Yes, No

STEP 8: Create a Single Select field

Description: 3.2-A-ATS.030-18: If authorized and coordinated by the facility manager, test the re-energized ATS by switching from the normal source to the emergency source and back to verify proper function under load.

Options: Yes, No