www.transformersource.ca

MAINTENANCE, OPERATING AND INSTALLATION INSTRUCTIONS
DRY-TYPE "TOTALLY ENCLOSED" TRANSFORMERS

1. GENERAL:
Your transformer is designed for safe, cool, and quiet operation for a long time with minimum maintenance, provided certain guidelines are observed during installation.

Warning - **DANGER:** Power must be off before working inside a transformer.

2. INSPECTION UPON RECEIPT:
Upon receipt of transformers, check them against the shipping list. If any damage is discovered, file a claim immediately with the carrier.

3. HANDLING:
The mounting structure may not be suitable skidding or rolling, depending on the size of the enclosure. Such units should be left on the skid for handling.

CAUTION – No transformer should be laid on its side or end for any reason. The windings, structure, and vibration isolators are designed to handle the normal weight and stress from shipment and usage. These parts are not designed to accept stresses from tipping or similar actions. Damage beyond repair can occur if transformer is turned on its side or end.

4. STORAGE:
Transformers which are not installed and energized immediately should be stored in a dry clean space having a uniform temperature to prevent condensation.

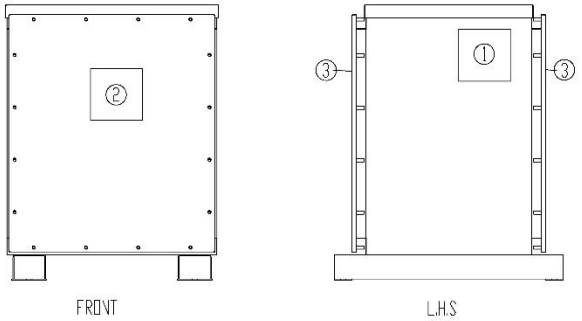
5. INSTALLATION:

Enclosure Type:	Dry type transformers are for indoor use unless the enclosure is specifically designed for outdoor service.
Ventilation:	At minimum, provide clearance from walls and other obstructions of 1" on two sides, 6" on the two other sides, and 12" on top of enclosure.
Location:	Install in a dry, clean, and accessible area. Dry-Type Transformers must be installed in an upright position.
Sound Level:	Transformer noise is an inherent characteristic and cannot be eliminated completely. To minimize it, use resilient mounting pads and avoid locations (such as centre of long wall) that amplify the noise.
Mounting brackets:	Totally enclosed transformers are floor mountable only. Optional kits are available for wall mounting up to 45 kVA.

CAUTION - Installation should be performed only by experienced and qualified personnel.

5.1 Connections: Refer to the nameplate or the enclosed connection diagram for the primary and secondary voltages, tap arrangements, phases, and ratings at each tap. Do not make any connections other than those shown on the diagrams supplied. To ensure good electrical connections, the following torque values must be adhered to:

¼-20 Bolt – 7 ft. lb.
3/8-16 Bolt – 20 ft. lb.
½ -13 Bolt – 30 ft. lb.



1) LOCATION OF NAMEPLATE AND LABELS FOR CANADA
2) LOCATION OF NAMEPLATE AND LABELS FOR USA
3) REMOVABLE FRONT AND BACK COVERS

CAUTION - Before energizing, check all bolted connections for tightness to ensure good electrical connections. To prevent damage to the load, the output voltage on all terminals should be checked to insure that it agrees with the nameplate information and load ratings prior to connecting the load.

5.2. Grounding: A transformer ground stud or ground bus is provided. Follow the local electrical codes for grounding the transformer.

6. OPERATION: To maintain safe operating conditions, do not remove panels while the transformer is energized.

7. MAINTENANCE:
7.1 Inspection: Inspection should be made at regular intervals:

a) - Dirt or dust accumulation on the top and sides of enclosure.
b) - Loose connections.
c) - Signs of overheating and of voltage creepage over insulating surfaces as evidenced by tracking or carbonization.

7.2 Cleaning: To permit efficient radiation of heat, guarding against the possibility of insulation breakdowns, dust and dirt should be removed from the surface of the enclosure.

8. Warranty: Transformer Source warrants to its customers that the products delivered conform to the specifications and are free from defects in material and workmanship for a period of one year. For additional detail, consult factory or visit website.

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