

Switchboard - Distribution

Last Issue Date: 28/11/2018		Type Of Service				
Activity		A	B	C	D	E
1	<p>GENERAL VISUAL INSPECTION</p> <p>Check switchboard for:</p> <ul style="list-style-type: none"> a) Condition and any damage. b) Ventilation. c) Evidence of overheating. d) Audible discharge. e) Signs of vermin. f) Combustible materials. g) General cleanliness. h) Presence of 'Legend Card'. 				Y	Y
2	<p>INSULATION</p> <p>Check condition of all insulation, especially for:</p> <ul style="list-style-type: none"> a) Damage. b) Cracks. c) Signs of tracking or blistering. d) Any defects. 				Y	Y
3	<p>BUSBARS:</p> <p>Check condition of busbars, especially for:</p> <ul style="list-style-type: none"> a) Discolouration from heating. b) Damaged insulation. c) Deformation. d) Adequate support. <p>Check all neutral bars or links.</p>				Y	Y
4	<p>OTHER MAINTENANCE AND INSPECTION:</p> <ul style="list-style-type: none"> a) Check that all wiring duct covers are fitted. b) Replace missing pole fillers. 				Y	Y
5	Use heat sensitive detector to locate any hot spots or joints.				Y	Y
6	<p>ANTI-CONDENSATION HEATERS (if fitted):</p> <ul style="list-style-type: none"> a) Check the condition and operation of the heater/s. b) Check the condition and operation of the thermostat/s. 				Y	Y
7	<p>CONNECTIONS AND CABLE TERMINATIONS:</p> <p>Check all main electrical connections:</p> <ul style="list-style-type: none"> a) For signs of overheating or verdigris. b) Are tight and making good contact. <p>Check main earthing for continuity and mechanical protection.</p>					Y
8	<p>AUXILIARY EQUIPMENT:</p> <p>Check condition and operation of auxiliary equipment, if applicable.</p>					Y
9	<p>FUSES, CIRCUIT BREAKERS, SWITCHES AND SWITCH UNITS:</p> <p>Check condition.</p>					Y

Disclaimer - This TDS is intended to provide guidance only to support Preventative Maintenance servicing activities. All TDS users are encouraged to read and understand the full [Conditions of Use](#) provided on the final page of this document and on the DPTI website.

For more information please contact the applicable Facilities Management Service Provider.



Government of South Australia
Department of Planning,
Transport and Infrastructure

Download Date: 22/12/2020

Switchboard - Distribution

Activity		Type Of Service				
		A	B	C	D	E
Last Issue Date: 28/11/2018						
10	LEGEND - CIRCUIT IDENTIFICATION - If applicable: a) Check that `Legend Card' entries correspond with `Protection Device' identification. b) Report missing or incorrect identifier studs and `Legend Cards'.					Y
11	CIRCUIT IDENTITY VALIDATION - If applicable: a) Check all circuits to ensure that the `Legend Card' entry corresponds with actual site designations and with services, supplies, accessories, plant and equipment identification. b) Report on extent of any discrepancies.					Y
12	Check operation of contactors, if applicable.					Y
13	Check all equipment for security of mounting.					Y
14	Record results in the log book.				Y	Y

Special Comments and Technical Data

D SERVICE ANNUAL (VISUAL INSPECTION WITH BOARD ENERGISED).
 E SERVICE 5 YEARLY (BOARD DE-ENERGISED, SITE APPROVAL REQUIRED).
 USE TDS E11C IF THERMOGRAPHIC SURVEY REQUIRED BY SITE.
 THE SERVICE ACTIVITIES & FREQUENCIES ARE GENERIC & ARE TO BE DONE IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTIONS & TO SUIT THE SITE CONDITIONS.
 REFER TO AS3000 AND AS61439.1 FOR GENERAL INFORMATION AND TO AS2467 FOR MAINTENANCE INFORMATION.

Disclaimer -This TDS is intended to provide guidance only to support Preventative Maintenance servicing activities. All TDS users are encouraged to read and understand the full [Conditions of Use](#) provided on the final page of this document and on the DPTI website.

For more information please contact the applicable Facilities Management Service Provider.



Government of South Australia
Department of Planning,
Transport and Infrastructure

Download Date: 22/12/2020

Conditions of Use

A TDS should be used as a generic guide for Facilities Management Service Providers (FMSP) to deliver Facilities Maintenance Services, specifically Preventative Maintenance in accordance with the DPTI [Agency Work Procedure Manual](#).

Users of a TDS should familiarise themselves with the following **Conditions of Use**:

1. You use the information and data contained in any TDS published by DPTI at your sole risk. DPTI-AGFMA does not have the expertise to provide complete or accurate technical data schedules and provides these technical data sheets merely as a starting point and/or guide.
2. If you rely on the information in a TDS you are responsible for ensuring, by independent verification, its accuracy, currency and completeness. DPTI cannot guarantee that the information contained in a TDS meets the standards or requirements of legislative requirements.
3. A TDS is not an exhaustive list of tasks or obligations that may be required and is generally generic in nature. DPTI does not oblige the user of a TDS to rely on it to the exclusion of other sources of information. For example, manufacturer's requirements may need to be followed for additional and / or alternative tasks and for additional and / or alternative servicing frequencies. You should always check the primary source of information such as the Australian Standards, manufacturer's specifications, legislation and other standards before undertaking any work to which a schedule may apply.
4. You must apply appropriate risk management principles and carry out all tasks in accordance with obligations under the [Work Health and Safety Act 2012](#).
5. You must not use a TDS unless you meet the specific competency requirements for preventative maintenance servicing works and are capable of applying the TDS to your trade or area of expertise. A TDS is only to be used by people who are specifically instructed by DPTI to use them and only for work undertaken in South Australia.
6. DPTI, its agents, instrumentalities, officers and employees make no representations, express or implied, as to the accuracy of the information, the data contained in a TDS or the suitability of a TDS for a particular purpose.
7. DPTI does not provide legal advice. DPTI accepts no liability, howsoever arising, for any loss resulting from the use of a TDS and any information or data or reliance placed on them.
8. DPTI may change information and data in a TDS without notice.
9. DPTI may revise this disclaimer at any time by updating these Conditions of Use.