



No. /C(C&P)/GM/UPCL/

Date:

Subject: - Preliminary Inspection Report Proforma in Respect of Repairs of Power Transformer.

**General Manager (D)
Uttarakhand Power Corporation Ltd.
Garhwal/Kumaon Zone
Dehradun/Haldwani.**

Kindly find enclosed Proforma 'A' and 'B' in respect of repairs to be carried out in power transformer for 66/33/11KV against order placed by corporate purchase wing.

Proforma 'A' to be filled by field officers and to be kept ready to expedite in handing over the transformer to store and finally to repairer. Proforma 'B' is to be filled by repairer in presence of officers deputed vide OM no-934/GM(C&P) dated 01.11.08 for supervising the repair work of transformers.

JE's be given instruction to arrange sufficient no of drums for draining of oil before handing over transformers to store. The drained oil be handed over to workshop for recycling. The proformas have been prepared accordingly and has to be filled during inspection as indicated in the format. Copy of Proforma 'A' & 'B' along with copy of OM no 934/GM(C&P) dated 01.11.08 is enclosed.

Encl.:As above

(L.K. Pant)
General Manager (C&P)

No. 1062 /C(C&P)/GM/UPCL/

Date: 18-12-2008

Copy alongwith enclosure forwarded to following for information and necessary action:-

- 1- P.S. to Managing Director, UPCL, Urja Bhawan, Dehradun.
- 2- P.S. to Director (Finance/Operation), UPCL, Urja Bhawan, Dehradun.
- 3- General Manager (D), UPCL, 120 Haridwar Road, Dehradun.
- 4- General Manager (D), UPCL, 132 KV Sub-station, Haldwani.
- 5- Dy. General Manager, EDC, UPCL, Roorkee/Haridwar/Srinagar/Rudrapur/ Haldwani/Ranikhet.
- 6- Dy. General Manager, EDC, (Urban/Rural), UPCL, Dehradun & DGM (C&P), UPCL, Dehradun
- 7- Executive Engineer, EDD, UPCL, (South/North/Rural), Dehradun/Rishikesh/ Uttarakashi/ Tehri/ Srinagar/ Rudrapur/ Chamoli/ Pauri/ Kotdwar/ Haridwar/ Roorkee/ Kashipur/ Ramnagar/ Bajpur/ Rudrapur/ Haldwani/ Nanital/ Ranikhet/ Almora/ Bageshwar/ Champawat/ Pithoragarh.
- 8- Executive Engineer, Electricity Store Division, UPCL, Haldwani/Dehradun.
- 9- Executive Engineer, Electricity Workshop Division, UPCL, Haldwani/Dehradun.

Encl.:As above

(L.K. Pant)
General Manager (C&P)

*P.S. kept in inspection file
2012-08*

Proforma "A" for Preliminary Inspection Report Power Transformer 66/33/11 KV

Proforma (A) (1) - To be filled by the Field Officers under whom the transformer exists.

1. Name of Division :
 2. Name Sub-division :
 3. Location of the Transformer with Identification no.:
 4. Type & Capacity :
 5. Name of Manufacturer:
Contract specification no and month/.....
year of manufacture as recorded on the name plate.....
 6. (a) History Book no :
 - (b) Maintained by :
 - (c) Whether regularly maintained?(Yes/No):
 - (d) If not state reasons:
7. (i) Quantity of oil as per name plate:
 - (ii) Apporx. Weight in Kgs:
 - (a) Core & windings:
 - (b) Tank & Fittings:
 - (c) Transformer Oil:
 - (d) Total weight of transformer including transformer oil.:
8. Date of receipt in stores when purchased new & issue invoice no :
 9. Date of commissioning when installed for the first time.:
 10. Original Cost:
 11. Details of last repairs carried out.
 - (i) Date of repair:
(If exact date is not available, the month of repair be written)
 - (ii) Name of repairer:
 - (iii) Cost of repairs.:
 - (iv) Period of Performance guarantee.:
 12. Date on which present damage report was received with name of person reporting the damage:.....
 13. Date on which inspected after damage:
 - (i) J.E.:
 - (ii) S.D.O.:
 - (iii) E.E.:
 - (iv) S.E.:
 14. Alternative arrangement made in place of damaged transformer.....

1. To take first view of transformer to decide that the transformer shall be carted to the repair works.

(i) The following components of transformer to be inspected:-

Sl. No	Name of Item	To be checked at	Remark	
			Damage	OK
1.	HV leg coils complete	At repairer works		
2.	LV leg coils complete	At repairer works		
3.	Transformer Oil and its Qty. to be drained	At site		
4.	HV Bushing	At site		
5.	LV Bushing	At site		
6.	HV Bushing Metal Part	At site		
7.	LV Bushing Metal Part	At site		
8.	Gaskets	At repairer works		
9.	Sillica-Gel Breather	At site		
10.	Oil level guage	At site		
11.	Dial Type Thermometer	At site		
12.	Tap Changer	At repairer works		
13.	Oil drain valve	At site		
14.	Filter valve	At repairer works		
15.	Dial type thermometer	At site		
16.	Double foat bucholz relay	At site		
17.	Air release plug	At site		
18.	Arcing horns	At site		
19.	Radiator valve	At site		
20.	OLTC	At repairer works		
21.	OLTC terminal barrier board	At repairer works		
22.	M.S. claming rings	At repairer works		
23.	Winding temperature indicator	At site		
24.	Qty of old and used oil drained from T/f by JE Distribution recorded in MB noPage no..... dated.....	At site		Qty in KL

Remark:.....

Note: HT, LT connections be checked in variably by opening the inspection cover of the transformer.
 (ii) State whether the transformer is within economic limits of repair fixed by corporation

(iii) Reason which rendered the transformer beyond economic limits of repairs:

- (a)
- (b)
- (c)
- (d)
- (e)

(v) It is to certify that the transformer have minor repairs which can be repaired at site/UPCL Workshop. OR the transformer needs to be carted to the repairer works for repair.

Name, Designation & Seal of the repairer

Name & Designation of the officer which were present during preliminary inspection:

Signature:.....

Name:.....

Designation:.....

Date:.....

Signature:.....

Name:.....

Designation:.....

Date:.....

Signature:.....

Name:.....

Designation:.....

Date:.....

Signature:.....

Name:.....

Designation:.....

Date:.....