

HEXATECH	PROJECT DEPARTMENT	Issue No.: 1	Document Effective Date: 01 Mar 2017	Page 6 of 6
	Method Statement For Building Electrical Maintenance - Appendix I	Revision No.: 0		Document Ref.: MS-E019-02

**APPENDIX I
TO METHOD STATEMENT MS-E019-01
LIST OF BUILDING OWNER'S ELECTRICAL EQUIPMENT
WHICH REQUIRES MAINTENANCE WORK**

Building Owner's Name		Name of Building	
Building Owner's Representative Name		Address of Building	

ITEM	ELECTRICAL EQUIPMENT	MAINTENANCE WORK SPECIFICATION
1	11KV Electrical Switchgear	1.1 Monthly inspection by qualified HT Chargeman (Preventive Maintenance). 1.2 Service VCB once every 5 years (Suruhanjaya Tenaga Requirement) (Predictive Maintenance).
2	Transformer	2.1 Monthly inspection by qualified HT Chargeman (Preventive Maintenance). 2.2 Service Transformer once every 5 years (Suruhanjaya Tenaga Requirement) (Predictive Maintenance).
3	Generator Set	3.1 Weekly inspection & test run by qualified Chargeman (Preventive Maintenance). 3.2 Service Genset - once every 2 years (subject to usage) (Predictive Maintenance).
4	Main Switchboard (MSB) & Sub Switchboard (SSB)	4.1 Calibration of protection relay - once every two years (Preventive Maintenance). 4.2 Service MSB & SSB - once every 5 years (Suruhanjaya Tenaga Requirement) (Predictive Maintenance).
5	Busduct / Busway	5.1 Thermographic scanning to be conducted on quarterly basis (Preventive Maintenance). 5.2 Check busduct/busway connectivity at joints and terminals (once every 5 years - to torque joints & terminals) (Predictive Maintenance).
6	Distribution panel circuitary to light fittings.	6.1 Check circuit breaker and ampre used is correct for the lighting circuit (as required) (Predictive Maintenance). 6.2 Check neutral and earth connections (as required) (Predictive Maintenance). 6.3 Check installation and functionality of timer setting and re-correct it if necessary (as required) (Predictive Maintenance).