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31 March 2006

Paulette Payne Powell
Pepco
3400 Benning Road NE
Washington, DC 20019
papayne@ieee.org

Re: P99 - Recommended Practice for the Preparation of Test Procedures for the Thermal Evaluation of Insulation Systems for Electrical Equipment

Dear Paulette:

I am pleased to inform you that on 30 March 2006 the IEEE-SA Standards Board approved the above referenced project until 31 December 2010. A copy of the file can be found on our website at <http://standards.ieee.org/board/nes/projects/99.pdf>.

Now that your project has been approved, please forward a roster of participants involved in the development of this project. This request is in accordance with the IEEE-SA Operations Manual, Clause 5.1.2i under Duties of the Sponsor which states:

"Submit annually to the IEEE Standards Department an electronic roster of individuals participating on standards projects"

For your convenience, an Excel spreadsheet for your use has been posted on our website at <http://standards.ieee.org/guides/par/roster.xls>. Please forward this list to me via e-mail at j.haasz@ieee.org no later than 28 June 2006.

Please visit our website, IEEE Standards Development Online (<http://standards.ieee.org/resources/development/index.html>), for tools, forms and training to assist you in the standards development process. Also, we strongly recommend that a copy of your draft be sent to this office for review prior to the final vote by the working group to allow for a quick review by editorial staff before sponsor balloting begins.

If you should have any further questions, please contact me at 732-562-6367 or by email at j.haasz@ieee.org.

Sincerely,

Jodi Haasz
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Standards Activities
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CC: papayne@ieee.org

PAR FORM

PAR Status: Revision PAR
PAR Approval Date: 30 March 2006
PAR Signature Page on File: Yes

1. Assigned Project Number: P99

2. Sponsor Date of Request: 2006-01-30

3. Type of Document: Recommended Practice for

4. Title of Document:

Draft: Recommended Practice for the Preparation of Test Procedures for the Thermal Evaluation of Insulation Systems for Electrical Equipment

5. Life Cycle: Full-Use

6. Type of Project:

6a. Is this an update to an existing PAR? No

6b. The Project is a: Revision of Std 99-1980

7. Working Group Information:

Name of Working Group: Thermal Evaluation - Insulation Systems Working Group

Approximate Number of Expected Working Group Members:7

8. Contact information for Working Group Chair:

Name of Working Group Chair: Paulette Payne Powell

Telephone: 202-388-2335 **FAX:** 202-388-2449

Email: papayne@ieee.org

9. Contact information for Co-Chair/Official Reporter, Project Editor or Document Custodian if different from the Working Group Chair:

Name of Co-Chair/Official Reporter, Project Editor or Document Custodian:

Telephone: FAX:

Email:

10. Contact information for Sponsoring Society or Standards Coordinating Committee:

Name of Sponsoring Society and Committee: SCC04-Electrical Insulation Electrical Insulation

Name of Sponsoring Committee Chair: Paulette Payne Powell

Telephone: 202-388-2335 **FAX:** 202-388-2449

Email: papayne@ieee.org

Name of Liaison Rep. (if different from the Sponsor Chair):

Telephone: FAX:

Email:

Name of Co-Sponsoring Society and Committee:

Name of Co-Sponsoring Committee Chair:

Telephone: FAX:

Email:

Name of Liaison Rep. (if different from the Sponsor Chair):

Telephone: FAX:

Email:

11. The Type of ballot is: Individual Sponsor Ballot

Expected Date of Submission for Initial Sponsor Ballot: September 2006

12. Projected Completion Date for Submittal to RevCom: June 2007

Target Extension Request Information for a Modified PAR whose completion date is being extended past the original four-year life of the PAR:

13. Scope of Proposed Project:

This recommended practice provides criteria for the preparation of test procedures for accelerated thermal aging of insulation systems and for the specification of tests based on conditions of use. The objective of these test procedures is to provide for the functional evaluation, by test, of insulation systems for electrical equipment. The evaluation of insulating materials and simple combinations thereof is provided for by a separate material test guide, IEEE 98-2002 IEEE Standard for the Preparation of Test Procedures for the Thermal Evaluation of Solid Electrical Insulating Materials.

Is the completion of this document contingent upon the completion of another document? No

14. Purpose of Proposed Project:

This recommended practice provides a general form for the preparation of test procedures and suggests the points to be considered by technical committees in the preparation of specific instructions for the thermal evaluation of insulation systems for equipment.

15. Reason for the Proposed Project:

This recommended practice is being revised to update superceded references and cited editions, make editorial corrections and other changes as necessary. IEEE 99 provides a format for developers of standards to establish test methods for thermal evaluation of insulation systems by manufacturers of insulating materials and manufacturers of equipment to result in thermal classifications derived in a consistent and verifiable manner. These thermal classifications are a verification to the end user that the electrical equipment can meet the user's performance requirements without exceeding the limiting temperature as defined by its thermal classification. The stakeholders are developers of standards, manufacturers of insulating materials, manufacturers of equipment and the end user.

16. Intellectual Property:

- a. **Has the IEEE-SA policy on intellectual property been presented to those responsible for preparing/submitting this PAR?** Yes 2006-01-25
- b. **Is the sponsor aware of copyright permissions needed for this project?** No
- c. **Is the sponsor aware of trademarks that apply to this project?** No
- d. **Is the sponsor aware of possible registration activity related to this project?** No

17. Are there other documents or projects with a similar scope? No

Similar Scope Project Information:

18. Is there potential for this document (in part or in whole) to be adopted by another national , regional or international organization? No

If yes, the following questions must be answered:

Organization Name?

Technical

Committee

International

Contact

Information?

19. Will this project result in any health, safety, or environmental guidance that affects or applies to human health or safety? No

If yes, please explain:

20. Sponsor Information

- a. **Is the scope of this project within the approved/scope/definition of the Sponsor's Charter?** Yes

If no, please explain:

b. The Sponsor's procedures have been accepted by the IEEE-SA Standards Board Audit Committee? Yes

21. Additional Explanatory Notes: (Item Number and Explanation)

13. Change in title: changed "Electric Equipment" in existing document to "Electrical Equipment" for draft document. 14. Changes to existing standard: Update superceded references and cited editions; technical changes and editorial corrections deemed appropriate, and format per IEEE Style.