

## A.6 Typical information to be documented for a conversion

### Specific Information of Conversion from Converter:

#### Technical Authority for all aspects of Conversion:

Name: \_\_\_\_\_  
Address: Street: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Contact: Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
Design Verification Drawing Number: \_\_\_\_\_ Rev# \_\_\_\_\_ Date: \_\_\_\_\_

**Note:** Certified test date and Design Verification to be available from above Technical Authority.

#### Specific Intent of Conversion:

Describe: \_\_\_\_\_  
\_\_\_\_\_

#### Completed Conversion Ratings:

**Current Rating:** Continuous (A): \_\_\_\_\_ Bus Bracing Study: \_\_\_\_\_  
Voltage Rating (V): \_\_\_\_\_ K-Factor: \_\_\_\_\_  
Short Circuit (kA): \_\_\_\_\_  
Close and Latch: \_\_\_\_\_ (kA rms) \_\_\_\_\_ (kA peak)

**Note:** Units of current to be stated i.e. rms amps, peak amps

#### Arc Chute Replacement:

Manufacturer: \_\_\_\_\_  
Part Number: \_\_\_\_\_

#### Fuse Replacement or Addition:

Manufacturer: \_\_\_\_\_ Type: \_\_\_\_\_ CAT#: \_\_\_\_\_ Voltage (V): \_\_\_\_\_  
Continuous Current (A): \_\_\_\_\_ Interrupting Rating (kA): \_\_\_\_\_

#### Trip System Replacement:

Manufacturer of Conversion Kit: \_\_\_\_\_  
Type: \_\_\_\_\_ Model: \_\_\_\_\_  
Power Supply: Internal: \_\_\_\_\_ (V) External: \_\_\_\_\_ (V)

#### Interrupter Replacement:

Interrupter Manufacturer: \_\_\_\_\_  
Model: \_\_\_\_\_ Part Number: \_\_\_\_\_  
Fuses Required: **Note:** See above for fuses installed.

#### Interrupter Replacement with Modular Assembly:

Modular Assembly Manufacturer: \_\_\_\_\_  
Model: \_\_\_\_\_ Part Number: \_\_\_\_\_  
Voltage Rating: \_\_\_\_\_ (V) Frequency: \_\_\_\_\_  
Trip Coil: Manufacturer: \_\_\_\_\_ Part Number: \_\_\_\_\_ (V)  
Close Coil: Manufacturer: \_\_\_\_\_ Part Number: \_\_\_\_\_ (V)  
Charging Motor: Manufacturer: \_\_\_\_\_ Part Number: \_\_\_\_\_ (V)  
Latching Mechanism: Auxiliary Contacts on circuit breaker: \_\_\_\_\_ (a) \_\_\_\_\_ (b)  
Wiring Diagram Number: \_\_\_\_\_  
Trip Functions: \_\_\_\_\_ LT \_\_\_\_\_ ST \_\_\_\_\_ INST. \_\_\_\_\_ G \_\_\_\_\_ CT, or Sensor Rating  
Switchgear Modification Required: \_\_\_\_\_  
Other Circuit Breaker Modifications (List Separately): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Switchgear:**

Replace or Upgrade Bus: \_\_\_\_\_ Material: \_\_\_\_\_ Voltage Rating: \_\_\_\_\_ (V)

Current Rating: Continuous: \_\_\_\_\_ (A)

Short Circuit Current Rating: \_\_\_\_\_

Rating Basis: \_\_\_\_\_ (Standard With Applicable Date)

Total Current (Asymmetrical): \_\_\_\_\_ (kA) Symmetrical: \_\_\_\_\_ (kA)

Momentary: \_\_\_\_\_ (kA rms) \_\_\_\_\_ (kA peak)

Insulation Material: \_\_\_\_\_

Bus Bracing Added: \_\_\_\_\_

Mechanical Modificatons: (i.e. Door Modifications, Shutter, Interlocks)

Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Electrical Modificatons: (i.e. Protective Relays, CT Replacement, Wiring Replacement / Upgrade)

Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Racking Mechanism Modifications:**

Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**MOC / TOC Modifications:**

MOC Replacement: Manufacturer: \_\_\_\_\_ Part Number: \_\_\_\_\_ Contacts: \_\_\_\_\_ (a) \_\_\_\_\_ (b)

**Note:** Each cell must be specified

TOC Replacement: Manufacturer: \_\_\_\_\_ Part Number: \_\_\_\_\_ Contacts: \_\_\_\_\_ (a) \_\_\_\_\_ (b)

**Barrier Modifications:**

Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Insulation Modifications:**

Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Typical Information to be provided by Customer / User to the Converter:**

Name: \_\_\_\_\_  
Address: Street: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Contact: Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
Date of Information: \_\_\_\_\_  
Original Equipment Information: \_\_\_\_\_

**Circuit Breaker:**

Manufacturer: \_\_\_\_\_ Type: \_\_\_\_\_ Model: \_\_\_\_\_ Voltage (V): \_\_\_\_\_  
Current Rating: Continuous: \_\_\_\_\_ (A) Short Circuit: \_\_\_\_\_ (kA) MVA: \_\_\_\_\_  
Control Voltage: Trip: \_\_\_\_\_ Close: \_\_\_\_\_  
Number of Auxiliary Contacts wired out from circuit breaker: \_\_\_\_\_ (a) \_\_\_\_\_ (b)  
Shunt Trip: \_\_\_\_\_ Undervoltage Trip: \_\_\_\_\_

**MOC Switch Information:**

Utilize Existing MOC: \_\_\_\_\_ Replace Existing MOC with Relay: \_\_\_\_\_ If Replacing Existing MOC with a Relay: \_\_\_\_\_

**LV Trip System:**

Manufacturer: \_\_\_\_\_ Type: \_\_\_\_\_ Model: \_\_\_\_\_  
Trip Functions: \_\_\_\_\_ LT \_\_\_\_\_ ST \_\_\_\_\_ INST. \_\_\_\_\_ G \_\_\_\_\_ CT, or Sensor Rating

**Fuse:**

Manufacturer: \_\_\_\_\_ Type: \_\_\_\_\_ Cat #: \_\_\_\_\_  
Voltage: \_\_\_\_\_ (V) Continuous Current: \_\_\_\_\_ (A) Interrupting Rating: \_\_\_\_\_ (kA)

**Switchgear:**

Manufacturer: \_\_\_\_\_ Type: \_\_\_\_\_ Model: \_\_\_\_\_  
Voltage: \_\_\_\_\_ (V) Main Bus Rating: \_\_\_\_\_ (A) Short Circuit Rating: \_\_\_\_\_ (kA)  
Number Compartment Contacts: \_\_\_\_\_ N/A MOC: \_\_\_\_\_ (a) \_\_\_\_\_ (b) TOC: \_\_\_\_\_ (a) \_\_\_\_\_ (b)

**System Information:**

Available Fault Current: \_\_\_\_\_ (kA) Short Circuit Study Performed: \_\_\_\_\_

**Modification To Be Performed:**

**Low Voltage:**

**LV Circuit Breaker:**

Arc Chute Replacement: Describe: \_\_\_\_\_  
Main or Arcing Contact Replacement: Describe: \_\_\_\_\_  
Trip System Replacement: Preferred Manufacturer: \_\_\_\_\_ Model: \_\_\_\_\_ Cat #: \_\_\_\_\_  
Trip Elements: \_\_\_\_\_ LT \_\_\_\_\_ ST \_\_\_\_\_ INST. \_\_\_\_\_ G  
Change Air Magnetic Contacts to Sealed Interrupter:  
Load Characteristics: Motor:  $I_{RL}$ : \_\_\_\_\_ (A)  $I_{LR}$ : \_\_\_\_\_ (A) Fixed: \_\_\_\_\_ (A)  
Other: (Describe) \_\_\_\_\_  
Open Fuse Trip Device: Shunt Trip: Latched Interrupter:  
Switchgear Modification Required: (Converter to Determine)

**Medium Voltage:**

**MV Circuit Breaker:**

Arc Chute Replacement: Describe: \_\_\_\_\_  
Bushing Replacement: Describe: \_\_\_\_\_  
Interphase Barrier Replacement: Describe: \_\_\_\_\_  
Trip Coil Replacement: Describe: \_\_\_\_\_  
Close Coil Replacement: Describe: \_\_\_\_\_  
Charging Motor Replacement: Describe: \_\_\_\_\_  
Change Air Magnetic Contacts to Sealed Interrupter: Describe: \_\_\_\_\_  
Load Characteristics: Motor:  $I_{RL}$ : \_\_\_\_\_ (A)  $I_{LR}$ : \_\_\_\_\_ (A) Fixed: \_\_\_\_\_ (A)  
Other: (Describe) \_\_\_\_\_  
Switchgear Modification Required: (Converter to Determine)

**Switchgear:**

Bus Modifications: Rating: \_\_\_\_\_ Insulation: \_\_\_\_\_ Supports: \_\_\_\_\_  
Other Components: \_\_\_\_\_  
Convert Compartment or Section For New Type Circuit Breaker: \_\_\_\_\_  
Modify or Change MOC and/or TOC: \_\_\_\_\_  
Control Wiring Changes: \_\_\_\_\_  
Convert Section for Retrofill: \_\_\_\_\_  
PT or CPT Switch Changes: \_\_\_\_\_