LONG TERM STORAGE STORAGE FORM

At all times this document shall be used in conjunction with the Operation and Maintenance supplied with the transformer

ITEM	DESCRIPTION	MARK CHECKED				
		At time of initiating storage	At time of 6 months storage expiration	At time of 12 months storage expiration	At time of 18 months storage expiration	At time of 24 months storage expiration
1	Read the serial number of the transformer name plate for each specific inverter skid and fill out the WEG form **"Long Term Storage"**.					
2	Upon transformer receipt the tank vacuum gauge/pressure gauge may indicate a positive or negative reading when the transformer is received, depending on the temperature of the insulating fluid and ambient air temperature rising or falling, sun heating the tank, etc. The pressure reading should vary over time with ambient temperature. This indicates that the transformer tank is sealed effectively. If the vacuum /pressure gauge shows a constant zero reading, this indicates the possibility of a tank leak. If this occurs, the tank should be checked carefully for leaks as per step below.					
2a	Tank pressure should read 2-3 PSIG at 20 degree Celcius					
2b	Check tank for indication of fluid leaks, looking at carefully at weld seams, bushings, gauges , valves and all other tank fittings.					
2c	Check for external damage including dents on tank walls, radiators and terminal compartment.					
2d	Check for broken, cracked, or damages bushings, gauges, valves or other fittings and accessories.					
3	Check for proper fluid level. The fluid level gauge pointer should be between **"Max/High"** and **"Min/Low"** marks. If this is not the case proceed check for oil leaks.					
4	Check for the following accessories integrity:					
4a	Dead front primary terminations.					
4b	Secondary terminations with spades.					
4c	Pressure relief valve.					
4d	Cover mounted pressure relief device.					
4e	Drain valve with sampler.					
4f	Liquid level gauges with 1 contact.					
4g	Liquid temperature gauges with 2 contacts.					
4h	Pressure vacuum gauge with 1 contact.					
4i	Bonding straps on cabinet and throat.					
4j	Check for busbar integrity. Look for Pitting and surface defects.					
4k	HV cabinet door is locked and closed.					
4l	LV cabinet door is locked and closed.					
4m	Busbar verification as intact and **sprayed with Glyptal 1201a - See attached data sheet provided.**					
4n	Throats are sealed in a proper way with the invertor.					
5	Prior to installation on the invertor skid or even storage, the transformer should be thoroughly inspected per the **"Innitial Inspection"** section and form submitted to WEG as per innitial inspection program.					
6	Check for corrosive environment as transformer cannot be stored in a corrosive environment.					
7	Check for electrical control wire integrity as a whole.					
8	Check for animal ingress in all compartments and covers.					
9	Fill out the initial inspection form sheet for certification by WEG to validate warranty					
10	Send the initial inspection sheet form to Ron Lamb at rlamb@weg.net.					
11	WEG Transformer USA to send back the initial warranty certification form to PowerOne within 48 hours after receipt of the initial inspection form.					
	LONG TERM STORAGE NOTES					
1	In case discrepancies are found with regards to long term inspection, email findings to wtu-servicedt@weg.net**. Findings must include serial number and photographs of the findings.**	●	●	●	●	●
2	All discrepancies shall be reported using the **"Long Term Storage Inspection"** form.	●	●	●	●	●
	Transformers storage conditions:					
3a	Cannot be stored in a salty or corrosive environment.	●	●	●	●	●
3b	Must be stored in a non-corrosiev environment with a 2-3 PSIG N2 positive pressure @ 20 Degree Celcius	●	●	●	●	●
3c	Must be stored on a solid and level surface.	●	●	●	●	●
3d	Control cabinets must have desiccant packets.	●	●	●	●	●