Attached is a copy of the procedure that the Toledo Edison Load Dispatcher will follow when breaker operations tests are performed at the main sub-station.

**Purpose**

To ensure reliability of main electrical breaker at UT sub-station.

**Procedure**

The tests are done on a four (4) year cycle at the Toledo Edison systems with regards to transmission. The same schedule would apply to the transmission breakers at the University of Toledo.

Prior to the actual switching, the Load Dispatcher will arrange with the Electrical Systems Manager or a designated alternate, a time and date on which to perform these tests.

A separate copy of the procedures shall be left in the breaker control house so it can be available for the Toledo Edison and UT personnel to follow.
OPERATING INSTRUCTIONS

BREAKER OPERATIONAL TEST PROCEDURE

TOLEDO MEDICAL COLLEGE

Serviceman will operate 69 KV OCB's. Toledo Medical College personnel will operate 12 KV equipment unless requested by Toledo Medical College through Load Dispatchers for serviceman to operate.

AT TOLEDO MEDICAL COLLEGE

1. Check 6817 OCB for closed and load
2. Check 6818 OCB for closed and load
3. Check No. 2 Transformer secondary ACB for closed
4. Put No. 2 Transformer tap changer in MANUAL position
5. Place No. 2 Transformer tap changer parallel – independent (PAR-IND) switch in IND position
6. Check No. 1 Transformer tap changer is in MANUAL position
7. Place No. 1 Transformer tap changer parallel – independent (PAR-IND) switch in IND position
8. Check 6816 OCB for closed and load
9. Check No. 1 Transformer secondary ACB for closed
10. Check 12 KV Tie ACB for closed
11. Open No. 1 Transformer secondary ACB
12. Open 6628 Moto Operated Air Break Switch, check all 3 blades for open
13. Close 6628 Motor Operated Air Break Switch, check all 3 blades for closed and seated
14. Close No. 1 Transformer secondary ACB (check for load)
15. Open No. 2 Transformer secondary ACB
16. Open 6629 Motor Operated Air Break Switch, check all 3 blades for open
17. Close 6629 Motor Operated Air Break Switch, check all 3 blades for closed and seated
18. Close No. 2 Transformer secondary ACB (check for load)
19. Open 12 KV TIE ACB
20. Open No. 6817 OCB
21. Close No. 6817 OCB (check for load) (counter)
22. Close 12 KV TIE ACB (check for load)
23. Open No. 6816 OCB
24. Close No. 6816 OCB (check for load) (counter)
25. Leave No. 1 Transformer tap changer in MANUAL position
26. Place No. 1 Transformer tap changer parallel – independent (PAR-IND) switch in PAR position
27. Put No. 2 Transformer tap changer in AUTOMATIC position
28. Place No. 2 Transformer tap changer parallel – independent (PAR-IND) switch in PAR position
29. Open No. 6818 OCB
30. Close No. 6818 OCB (check for load) (counter)