Navy Public Works Detachment Philadelphia
STANDARD OPERATING PROCEDURE
REPLACING BAD SERVICE TRANSFORMER

PROCEDURE NUMBER 500. 24

DISCLAIMER: These Standard Operating Procedures (SOP) are for the exclusive use of NAVY PUBLIC WORKS CENTER (PWC) NORFOLK DETACHMENT PHILADELPHIA. They are promulgated as guidance for other NAVFAC COMMANDS. If intended to be used by other Activities, they must be tailored to each Activities particular requirement and must be reviewed/approved by the activities Safety Professionals prior to use.

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Navy Public Works Detachment Philadelphia
Standard Operating Procedure
500.24
Replacing Bad Service Transformer

Purpose:

PWC procedures in servicing electrical transformers.

Potential Energy Sources:

Control voltage can range from 24 volts to 480 volts AC and on equipment with micro processors voltage can be 5 volts to 24 volts DC.

Tools and PPE:

Work Gloves, safety glasses, safety shoes, fiberglass ladder, Lockout/Tagout device and tag(s), voltage tester and basic tools.

Reference:

1. PWC Safety Manual 5100.33E

2. OSHA Safe Work Practices 1910.333

3. Code 500 S.O.P. Lockout/Tagout Procedures

Procedures:

1. Service transformer by checking voltage on primary side, using a volt meter.

2. Check secondary side for proper voltage.

3. Use an amp meter to check amp draw on the transformer. Check name plate for VA rating and correct voltages.

4. If transformer needs to be replaced, secure power and use Lockout/Tagout procedures.

5. Replace transformer with correct size, (voltage and VA rating).

6. Remove Lockout/Tagout device and tag(s) and restore power. Check for correct voltage and amp draw.