

## ***QUICK INSTRUCTIONS***

- Note: If at any time '**Unacknowledged Alarms**' occur, a description of the alarm is displayed. For an operator to acknowledge the alarms press '**ENT**'.

### **Manual Tap Control.**

1. Provided there are no unacknowledged alarms, press the '**ESC**' key at least four (4) times. This will return to the main menu page, with the cursor at the top of the screen.
2. Press the '▼' arrow key, until the cursor is at the 'OLTC CONTROL PANEL' line.
3. Press the '**ENT**' key, to access the sub menu page.
4. Press the '▼' arrow key, until the cursor is at the 'CONTROL MODES' line.
5. Press the '**ENT**' key, to access the page.
6. Press the '▼' arrow key to reach the 'OLTC Control MANUAL/AUTO' field.
7. Press the '**ENT**' key.
8. Press the '▼' arrow key until the word 'MANUAL' is displayed.
9. Press '**ENT**' again to accept the change.
10. Press the '**ESC**' key.
11. Press the '▲' arrow key, until the cursor is at the 'CONTROL' line.
12. Press the '**ENT**' key.
13. Check that the 'OLTC control location' is 'REMOTE'. If the control location is 'LOCAL', the switch at the OLTC on the transformer must be changed to 'REMOTE', before any remote control operation can take place.
14. Press the '▼' arrow key until the cursor is at the 'Manual Raise Tap' or 'Manual Lower Tap' position.
15. Press '**ENT**', '▲' arrow, then '**ENT**' again. The word 'YES' will be displayed and then flash once.
16. Provided there are no conditions to inhibit a tap change, the 'Tap change in progress' LED will illuminate until the tap change is complete.
17. If the tap change fails to complete, an '**Unacknowledged Alarm**' will be displayed.
18. Once manual tap changes are complete, the 'OLTC Control' mode should be returned to 'AUTO'. Follow the instructions 1..7 then press '▲' arrow to display 'AUTO' and press '**ENT**' to accept.

## ***QUICK INSTRUCTIONS***

- Note: If at any time '**Unacknowledged Alarms**' occur, a description of the alarm is displayed. For an operator to acknowledge the alarms press '**ENT**'.

### **Manual Cooling Control**

1. Provided there are no unacknowledged alarms, press the '**ESC**' key at least four (4) times. This will return to the main menu page, with the cursor at the top of the screen.
2. Press the '**▼**' arrow key several times, until the cursor is at the 'COOLING CONTROL PANEL' line.
3. Press the '**ENT**' key, to access the sub menu page.
4. Press the '**▼**' arrow key several times, until the cursor is at the 'CONTROL' line.
5. Press the '**ENT**' key, to access the page.
6. Press the '**▼**' arrow key to reach the 'MODE MANUAL/AUTO' field.
7. Press the '**ENT**' key.
8. Press the '**▼**' arrow key until the word 'MANUAL' is displayed.
9. Press '**ENT**' again to accept the change.
10. Check that the 'FANS' and 'PUMP' 'SELECTOR SWITCH' is in the 'IN SERVICE' position. If the display shows the 'SELECTOR SWITCH' to be either 'OFF' or 'TEST', the switch at the cooling control cubical on the transformer must be changed to 'SERVICE', before any remote control operation can take place.
11. Press the '**▼**' arrow key until the cursor is at the 'Fan 1', 'Fan 2' or 'Pump' control 'Start' or 'Stop' position.
12. Press '**ENT**', the '**▲**' arrow, then '**ENT**' again. The word 'Start' or 'Stop' will be displayed and then flash once.
13. Provided there are no conditions to prevent cooling control the fans or pump will obey manual control.
14. If the command fails to complete, i.e. a CB trips, or contactor fails, an appropriate 'Unacknowledged Alarm' message will be displayed.
15. Once manual cooling control is no longer needed, the 'Cooling control' mode should be returned to 'AUTO'. Follow the instructions 1..7 then press '**▲**' arrow to display 'AUTO' and press '**ENT**' to accept.

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### **SICM 3 SETUP PROCEDURE**

- Check that the fuse is installed and not blown. The fuse is located next to terminal 47.
- Check to see that the electronic tag is installed. This is located close to the fuse. If it is installed, a sticky label describes the SICM type (3), the class (defines program options – usually 23), the DNP address (usually 3) and the baud rate for communications (eg. 19200).
- Look at the 4 rotary switches (blue – marked 0,1..F). The switch closest to the centre of the board is switch 1. The position of the 4 switches defines the address in hexadecimal, and must be set to the same address as read from the tag label. i.e. if the address is 58, switch 1 is set to 'A' and switch 2 is set to 3. (3A hex = 58 decimal).