

WP 04-ED1022

Revision 1

Ground Fault Circuit Interrupter Testing

Technical Procedure

EFFECTIVE DATE: 04/24/02

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APPROVED FOR USE

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INTRODUCTION ¹

This procedure provides the steps necessary for testing the operation of the Waste Isolation Pilot Plant (WIPP) site Ground Fault Circuit Interrupter (GFCI) devices. Facility Operations personnel will test WIPP site GFCIs each month, scheduling GFCI testing to minimize interrupting normal daily activities (e.g., computer usage).

Performance of this procedure will generate the GFCI Test Record Sheet as a record.

REFERENCES

BASELINE DOCUMENTS

- DOE Order 5480.19, Conduct of Operations Requirements for DOE Facilities
- UL Standard 943, Ground Fault Circuit Interrupters

REFERENCED DOCUMENTS

- WP 04-AD3011, Equipment Tagout/Lockout
- WP 10-2, Maintenance Operations Instruction Manual

PREREQUISITE ACTIONS

None

PERFORMANCE

NOTE

Unless otherwise specified, all performance steps are to be accomplished by designated Facility Operations personnel.

1.0 GFCI TESTING PROCESS

- 1.1 Facility Operations Manager (FOM), develop a monthly GFCI testing program.
- 1.2 Facility Operations Technician (FOT), obtain GFCI Test Record Sheet for the current month.

NOTE

Depressing the GFCI "Test" push button should cause the "Reset" button to extend. Pressing the Reset button should cause a "click" to be heard and the Reset button to remain depressed (does not extend back). This test should be performed on each GFCI to be tested.

- 1.3 FOT, depress the GFCI "Test" push button.
- 1.4 If the Reset button does NOT extend, consider the GFCI as inoperable, and tagout/lockout the receptacle and initiate an Action Request (AR).
- 1.5 If the Reset button is extended following the test, reset the GFCI by depressing the reset button until a "click" is heard and the Reset button does not extend back.
- 1.6 If the reset button will not reset (stay depressed), initiate an AR.

2.0 SUBSEQUENT ACTIONS

NOTE

GFCI Test Record Sheet is available from Facility Operations.

- 2.1 If the test results were satisfactory, initial the associated blank of the GFCI Test Record Sheet.
- 2.2 If problems occurred during the test, perform the following:
 - 2.2.1 Make a note of the problem(s) found in the comments section of the GFCI Test Record Sheet.
 - 2.2.2 Make an entry such as an asterisk or "Note 1" in the appropriate blank for the failed test device for identification of information added for clarity purposes.
- 2.3 When all GFCIs have been tested, return the completed GFCI Test Record Sheet to the Facility Operations Administrative Coordinator.
- 2.4 Facility Operations Administrative Coordinator, collate completed GFCI Test Record Sheets and forward them to the Facility Shift Manager (FSM).

NOTE

Examples of field actions for accomplishment include tagging out defective GFCIs, and covering receptacles that need GFCIs.

2.5 FSM, perform the following:

2.5.1 Verify GFCI testing is accomplished by the third Friday of each month.

2.5.2 Review completed GFCI Test Record Sheet and documented test results for proper completion.

2.5.3 Review associated field actions to verify needed problem/potential problem corrective actions have occurred.

2.6 FSM, verify monthly GFCI testing is accomplished.

