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1.0 PURPOSE AND SCOPE

1.1 Purpose

This procedure performs a functional check of the UPS batteries in the Central Control Room as-well-as the telecommunication closet in 274-AW. This work activity has been determined to fall under the General Hazards Analysis (GHA) category.

1.2 Scope

This procedure applies to the UPS batteries in the Central Control Room as-well-as the telecommunication closet in 274-AW.

2.0 INFORMATION

2.1 Terms and Definitions

- UPS - Uninterruptible Power Supply.

3.0 PRECAUTIONS AND LIMITATIONS

3.1 Radiation and Contamination Control

This procedure is not performed in a radiological controlled area. (See Section 1.0).
4.0 PREREQUISITES

4.1 Special Tools, Equipment and Supplies

The following supplies may be needed to perform this procedure:
- Tripp Lite RBC51 batteries
- Lint-free cleaning rags
- InTech 200 or InTech QD cleaner, or equivalent
- Soft bristle brush
- Other tools, equipment and supplies as identified by Shift Manager/OE/FWS/User.

4.2 Performance Documents

The following documents may be needed during the performance of this procedure:
- TO-100-052 “Perform Waste Generation, Segregation, Accumulation and Clean-up”

4.3 Field Preparation

4.3.1 CONFIRM Operations is ready for the performance of this procedure.
5.0 PROCEDURE

5.1 Perform Battery Self-Test

NOTE - The test will last approximately 10 seconds as the UPS switches to battery, to test the capacity with a load.
- Upon completion of the test, UPS will return to line mode.
- Connected equipment can remain on during the test.

5.1.1 PRESS AND HOLD the Ö test button. (approximately 10 seconds)

5.1.2 IF the UPS passes the self-test, the LCD screen will read “PAS” RECORD “pass” on the Data Sheet AND GO TO step 5.1.15.

5.1.3 IF the self-test fails the following will occur, INFORM the FWS that the battery requires replacing.

- A battery replace icon, ( REPLACE ), will display
- An alarm will sound.

Replace Batteries

5.1.4 POWER the unit down.

5.1.5 UNPLUG the unit.

5.1.6 REMOVE the screw at the bottom of the unit’s front panel.

5.1.7 CAREFULLY pull the front panel away from the UPS.

5.1.8 REMOVE the battery support bar.

5.1.9 CAREFULLY pull the old batteries (two) from the UPS AND DISCONNECT them.

5.1.10 IF the battery compartment is dirty, CLEAN the battery compartment.

5.1.11 CONNECT the new batteries (two) in exactly the same manner as the old ones: positive (red) connectors together and negative (black) connectors together.
5.1 Perform Battery Self-Test (Cont.)

5.1.12 CAREFULLY push the batteries back into the UPS.

5.1.13 INSTALL the battery support bar AND REPLACE the front panel.

5.1.14 RECORD the following on the Data Sheet

- The battery was replaced
- The date of replacement.

5.1.15 USING the applicable supplies CLEAN the exterior of the unit.

5.1.16 PLUG the unit in.

5.1.17 TURN the unit on.

5.1.18 WAIT for the unit to power up AND

PRESS AND HOLD the O test button. (approximately 10 seconds)

5.1.19 IF the UPS passes the self-test, the LCD screen will read “PAS” GO TO Section 5.2.

5.1.20 IF the self-test fails the following will occur, CONTACT the FWS for directions.

- A battery replace icon, (REPLACE), will display
- An alarm will sound.
5.2 Restoration

5.2.1 IF the batteries were replaced DISPOSE of the batteries per TO-100-052.

5.2.2 IF any problems were encountered during the functional check INFORM FWS.

5.2.3 NOTIFY Operations the results of the testing.

5.3 Acceptance Criteria

Acceptance Criteria has been met when Steps in this procedure have been satisfactorily performed and As-Left values meet the specifications and tolerance(s) per the Data Sheet.

5.4 Review

5.4.1 INFORM FWS test is complete.

5.4.2 FWS REVIEW AND ENSURE the following:

- Completed Data Sheets meet the acceptance criteria.
- Comments sections are filled out appropriately.
- Work requests needed as a result of this procedure are identified and generated.
- Work request number(s) of any work documents generated as a result of this procedure, are recorded in the Comments/Remarks section of the Data Sheet (if applicable).

5.5 Records

This procedure is performed within a work package, as such, the procedure in its entirety will be maintained as a record per the Work Control process.

The record custodian identified in the Company-level Records Inventory and Disposition Schedule (RIDS) is responsible for record retention in accordance with TFC-BSM-IRM_DC-C-02.