



OPERATIONAL CONTROL PROCEDURE

Doc. No.: HSEOCP:47

Rev. No.: 00

Rev. Date: 10/01/2018

OCP No. : 47

TRANSFORMER CHARGING

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Purpose	To ensure safe working during electrical charging of transformers	Scope	ISG
Responsibility	Concerned HOS / Safety co-ordinator		
Performance criteria	No. of incidents/ accidents reported		
Cross reference	OHSAS : 18001		

PPEs & Precautions Used

	Insulated rubber gloves		Appropriate insulated rubber footwear		Good safety helmet secured with chin strap
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Procedures and Controls

S. No.	Activity	Responsibility
1.	Ensure that erection of transformer is complete as per the OGA drg.	HOS (Electrical)
2.	Ensure that all pre-commissioning checks are completed (Dielectric strength of oil, IR value of both windings).	HOS (Electrical)
3.	Ensure that electrical protection checking of the upstream and downstream switchgear are completed.	HOS (Electrical)
4.	Ensure that the earthing of the transformer is completed as per drawing.	HOS (Electrical)
5.	Ensure that fencing of the transformer is completed and same is earthed.	HOS (Electrical)
6.	Ensure that fire fighting system, as applicable is in place.	HOS (Electrical)

Site Safety department to identify all possible Hazard Areas related to transformer charging activity and ensure control as per this OCP.

In addition, relevant records pertaining to actions taken to be prepared and kept.

Records:

Record Title	Record No.	Location	Responsibility	Retention Period

Verification, Corrective and Preventive Action:

HOD / Site In-charge shall ensure effective implementation of the above procedure. In case of any deviation, shall take suitable corrective and preventive action.



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Revision History

Revision Date	Revision No.	Old Text	New Text	Reason	Revised by (with sign)