

Test Data Requirements

Company Name	Your Name	
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We are pleased to have you send your equipment to us for test verification. In order to provide the best service possible we require information about your assembly. Fill in this form with as much information as possible; if you are unsure please leave the section blank and contact us and we will happily assist you. Please return the form to kA Testing Facility 4 weeks before your testing commences in order for us to prepare for your equipment arrival. If you are not having all tests performed, please leave the sections blank. At the end of the form is a summary check list of parts and documentation required to cover all sections. If you have any questions please get in touch with us by [email](mailto:ka@ka-testing.com) or call us on +44 (0)115 9784652.

Assembly Information

U _n Rated assembly voltage	V	F _n Rated frequency	Hz
U _i Rated insulation voltage (main)	V	I _{nA} Rated current of the assembly	A
U _i Rated insulation voltage (auxiliary)	V	External degree of protection	IP
U _{imp} Rated impulse voltage	V	Internal form of separation	Form
Number of incoming units		Level of separation between areas	IP 2X or XXB
Number of outgoing units		Extendable	Yes <input type="checkbox"/> No <input type="checkbox"/>

10.2.2 Corrosion

Check list

Information	Confirmed
A representative sample of the enclosure is supplied for corrosion testing	<input type="checkbox"/>
The sample includes all ferrous parts of the assembly including hinges, locks, fastenings, studs, bolts, washers etc., regardless of their location within the assembly	<input type="checkbox"/>
The sample includes a door assembly fitted with hinges, locks and gaskets	<input type="checkbox"/>
The sample is of the same IP rating as the main assembly with all ferrous components inside	<input type="checkbox"/>
The sample is no larger than 500mm x 500mm x 200mm deep	<input type="checkbox"/>

10.2.3 Glow Wire & Thermal Stability

Check list

Information	Confirmed
Samples are provided for the insulating materials in the assembly.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Data sheets stating the part number, material and manufacturer are provided for each sample	Yes <input type="checkbox"/> No <input type="checkbox"/>
A sample of any external covers made from insulating materials (e.g. CB covers, fan covers) are provided for thermal stability testing	Yes <input type="checkbox"/> No <input type="checkbox"/>

10.2.5 Lifting

Test information

Lifting method (e.g. eye bolts, forklift truck, manual handling, etc.)	
Number of shipping sections to be lifted separately (1 if the assembly can be lifted as a whole)	
Shipping weight of section 1	kg
Shipping weight of section 2	kg
Shipping weight of section 3	kg
Lifting information shown on drawing	Yes <input type="checkbox"/> No <input type="checkbox"/>

10.2.7 Marking

Test information

Method of marking (e.g. screen printing, engraving etc.)	
A designation label is supplied for verification	Yes <input type="checkbox"/> No <input type="checkbox"/>

10.5 Protection against Electric Shock

Check list

Information	Confirmed
All exposed conductive parts are connected to the incoming earth terminal including handles, locks, plinth covers, lifting bars/eyes, internal doors/covers etc.	Yes <input type="checkbox"/> No <input type="checkbox"/>

10.9 Dielectric Properties

Check list

Information	Confirmed
If control devices and/or instruments are fitted i.e. auxiliary circuits, they are either: 1. Disconnected from the mains and tested to their own rating or 2. Able to withstand the impulse and dielectric tests performed on the main circuit.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Auxiliary circuits capable of connecting to the main circuit are able to withstand the U_i and U_{imp}	Yes <input type="checkbox"/> No <input type="checkbox"/>
Auxiliary circuits not capable of connecting to the main circuit are able to withstand the U_i as stated by the manufacturer	Yes <input type="checkbox"/> No <input type="checkbox"/>

10.10 Temperature Rise

Test information

Test ambient *	°C
Clause 10.10.2.3.5 – complete assembly	Yes <input type="checkbox"/> No <input type="checkbox"/>
Clause 10.10.2.3.6 – functional units individually & complete assembly	Yes <input type="checkbox"/> No <input type="checkbox"/>
Clause 10.10.2.3.7a – main busbars	Yes <input type="checkbox"/> No <input type="checkbox"/>
Clause 10.10.2.3.7b – distribution busbars	Yes <input type="checkbox"/> No <input type="checkbox"/>
Clause 10.10.2.3.7c – functional units	Yes <input type="checkbox"/> No <input type="checkbox"/>
Clause 10.10.2.3.7d – complete assembly	Yes <input type="checkbox"/> No <input type="checkbox"/>

* Usually 35°C or 50°C.

Tests can be performed in controlled ambients and at multiple ambients, extra charges may apply. [Contact us](#) for details.

Check list

Information	Confirmed
Space has been left for test cables and connections, see ' kATF Temp Rise Connection Info '	Yes <input type="checkbox"/> No <input type="checkbox"/>
Single section panels/SMDBs have removable access side plates for test connections	Yes <input type="checkbox"/> No <input type="checkbox"/>
10.10.2.3.7a requires the busbars within the assembly to be 2m long and include 1 joint, if the assembly is extendable	Yes <input type="checkbox"/> No <input type="checkbox"/>
Temperature rise limits <i>i.e. continuous operating temperature limits or RTI</i> , are provided for all parts within the assembly that are not covered by the standard (see Table 6). These are proven by providing a data sheet from the manufacturer stating the model number and material type (this information will also be used for glow wire, see 10.2.3). These include ACB/MCCB terminals, busbars supports, stand-off insulators, heat shrink, polycarbonate barriers, cable connections, etc.	Yes <input type="checkbox"/> No <input type="checkbox"/>
The following table "Temperature Rise Limits" is completed for all components listed above	Yes <input type="checkbox"/> No <input type="checkbox"/>
If the rated current is not achieved and is derated during the test, the derated value can be used and the test cables will be recorded as 'specified by the manufacturer'. Cables can be changed during test to match the current rating however this may incur an extra cost.	Yes <input type="checkbox"/> No <input type="checkbox"/>
A diversity factor can be applied to 10.10.2.3.6 and 10.10.2.3.7d. Unless otherwise instructed the diversity will be as Table 101 of IEC 61439-2.	Yes <input type="checkbox"/> No <input type="checkbox"/>

I_{nc} Rated current of circuits (complete on a separate sheet if necessary)

Main busbars	A	Outgoing functional unit 3	A
Distribution busbars	A	Outgoing functional unit 4	A
Incoming functional unit	A	Outgoing functional unit 5	A
Outgoing functional unit 1	A	Outgoing functional unit 6	A
Outgoing functional unit 2	A	Outgoing functional unit 7	A

Temperature rise limits

Component	Temperature rise limit (°C)	Data sheet supplied (yes/no)
<i>Example: Busbar support</i>	<i>Example: 100</i>	<i>Example: Yes</i>
		Yes <input type="checkbox"/> No <input type="checkbox"/>
		Yes <input type="checkbox"/> No <input type="checkbox"/>
		Yes <input type="checkbox"/> No <input type="checkbox"/>
		Yes <input type="checkbox"/> No <input type="checkbox"/>
		Yes <input type="checkbox"/> No <input type="checkbox"/>
		Yes <input type="checkbox"/> No <input type="checkbox"/>
		Yes <input type="checkbox"/> No <input type="checkbox"/>
		Yes <input type="checkbox"/> No <input type="checkbox"/>

10.11 Short Circuit Withstand Strength

Test information (complete on a separate sheet if necessary)

I _{cw} Main busbars	kA	sec	I _{cc} Outgoing functional unit 2	kA
I _{cw} Distribution busbars	kA	sec	I _{cc} Outgoing functional unit 3	kA
I _{cw} Incoming ACB functional unit	kA	sec	I _{cc} Outgoing functional unit 4	kA
I _{cw} Outgoing ACB functional unit*	kA	sec	I _{cc} Outgoing functional unit 5	kA
I _{cc} Incoming functional unit		kA	I _{cc} Outgoing functional unit 6	kA
I _{cc} Outgoing functional unit 1		kA	I _{cc} Outgoing functional unit 7	kA

* Only required if the outgoing ACB is to be tested as an incomer (additional test)

Check list

Information	Confirmed
Assemblies are fitted with all incoming connection points outside the panel to facilitate the connection of the termination points for testing, see ' kATF Short Circuit Connection Info '	Yes <input type="checkbox"/> No <input type="checkbox"/>
The assembly requires the busbars within the assembly to be 1.6m long and include 1 joint, if the assembly is extendable	Yes <input type="checkbox"/> No <input type="checkbox"/>
A TPN link is required on outgoing circuits above 400A (one of each rating) and a phase to earth link on the circuit for the largest/highest current rated outgoing functional unit. The size of the links should be as per Tables 11 & 12 of IEC 61439-1. A TPN link is required on the incoming supply (incoming functional unit or busbar).	Yes <input type="checkbox"/> No <input type="checkbox"/>
kA Testing Facility will fit short circuit cables on circuits 400A and below in preparation for the I _{cc} tests	Yes <input type="checkbox"/> No <input type="checkbox"/>

10.12 EMC

Check list

Information	Confirmed
An EMC test certificate is provided for all electronic trip units from the manufacturer for Environment A. The certificate shall be from an independent laboratory and not 'self-certified'.	Yes <input type="checkbox"/> No <input type="checkbox"/>

Drawings

Check list

Information	Confirmed
Drawings are provided to detail all aspects of the assembly	Yes <input type="checkbox"/> No <input type="checkbox"/>
Drawings are in line with " kATF Drawing Info " (see separate file)	Yes <input type="checkbox"/> No <input type="checkbox"/>

Delivery Information

Check list

Information	Confirmed
Our site access is restricted and we cannot accept all vehicles. Refer to " kATF Map and Delivery Info " (see separate file)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Any vehicle that does not comply with to " kATF-map and delivery restrictions " will be refused.	Yes <input type="checkbox"/> No <input type="checkbox"/>
The maximum size of each section we can receive is 3m long x 1.6m deep x 2.5m high	Yes <input type="checkbox"/> No <input type="checkbox"/>
The maximum weight of each section we can receive is 3 tonnes	Yes <input type="checkbox"/> No <input type="checkbox"/>
Will you collect the assembly once testing is completed?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Please note any crating or packing materials will be disposed of on arrival of equipment at our facility and cannot be reused. If crating is needed for collection of equipment for shipment after testing, this will need to be arranged with your freight forwarder.

Please [contact us](#) should you wish to discuss any of the above.

Summary of Items to be Included for Shipment

We recommend the following are included with the assembly when shipped for ease of testing. Anything not supplied will need to be supplied as soon as possible **before** testing commences.

Part required	Part sent
Samples/spares for insulating parts for glow wire testing	Yes <input type="checkbox"/> No <input type="checkbox"/>
Sample/spares of external covers made of insulating material for thermal stability testing	Yes <input type="checkbox"/> No <input type="checkbox"/>
Corrosion sample	Yes <input type="checkbox"/> No <input type="checkbox"/>
Short circuit test connections	Yes <input type="checkbox"/> No <input type="checkbox"/>
Spare breakers, fuses, terminal shields, ACB covers	Yes <input type="checkbox"/> No <input type="checkbox"/>

The following documentation is required **before** testing commences:

Documentation required	Documentation sent
Data sheets for all insulating materials, including the manufacturer name, part number, material type, and continuous operating temperature limit	Yes <input type="checkbox"/> No <input type="checkbox"/>
Drawings for the assembly	Yes <input type="checkbox"/> No <input type="checkbox"/>
EMC certificates from the manufacturer	Yes <input type="checkbox"/> No <input type="checkbox"/>
Lifting instructions	Yes <input type="checkbox"/> No <input type="checkbox"/>

If shipping from outside the European Union, please ensure correct documentation is supplied through your freight forwarder to avoid import duty on your equipment. The customs invoice should state the equipment is being sent for testing. Please state whether the equipment can be destroyed after testing and if so, it is not to be returned outside of the European Union. Please [contact us](#) for further advice.

We look forward to receiving your equipment and we want to do everything we can to make this a smooth process for you. Please return your completed form to us by email to labadmin@ka-testing.com and [contact us](#) if you have any questions.