

**FESHM 9120: AC ELECTRICAL POWER DISTRIBUTION SAFETY
For Systems Operating Between 50 and 600 VAC Nominal**

Revision History

Author	Description of Change	Revision Date
D. Mertz	<ul style="list-style-type: none"> 5-year review and update to 2017 NFPA 70 Added sections 3.1 and 5.0 Revised Qualified Person definition, Section 4.1.b, 4.3.e. Other changes for consistency with present FESHM Chapter format template and to improve clarity. 	April 2019
D. Mertz	<ul style="list-style-type: none"> Revised Technical Appendix to permit electrical equipment labels to be made from self-adhesive vinyl stock when located in environmentally benign places. 	December 2015
M. Utes	<ul style="list-style-type: none"> In Requirements section 3b, first bullet, added: “The D/S/C Electrical Coordinator shall be consulted for situations in which there is any doubt as to the configuration of the circuit. If uncertainty exists regarding the hazard/risk category, use the simplified guidance tables or consult D/S/C Electrical Coordinator or SSO.” Added electrical equipment labeling conventions to TA 	November 2012
M. Utes	(see Requirement 1) Replaced the word “approved” with “certified” as it related to Nationally Recognized Testing Labs. NRTLs do not approve equipment; they provide a listing or certification for equipment.	August 2012
M. Utes	<ul style="list-style-type: none"> Added “skilled” to the definition of competent person. Changed Division/Section to Division/Section/Center Changed “on or near exposed energized conductors” to “within the limited approach boundary of energized conductors” in the text defining Energized Work. Deleted: “The Permit preparer and approver are generally not the same individual. Where the approver is not fully knowledgeable in the particular System and/or associated hazards, the preparer may approve the Permit if so knowledgeable and authorized.” 	November 2010

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1.0 INTRODUCTION

Some of the most serious electrical hazards at Fermilab are associated with work on AC Electrical Power Distribution Systems. This Chapter specifically addresses Systems operating between 50 and 600 VAC nominal and includes the 480/277 and 120/208 VAC Distribution Systems commonly found in Laboratory buildings. The voltage and current capability of any of these Systems can be LETHAL! Although installation, maintenance and repair of these Power Distribution Systems can only be performed by qualified electricians, it is the responsibility of Fermilab supervisory personnel on any particular job to help insure that the work is done safely and according to the applicable codes (National Electrical Code, OSHA, NFPA 70E, etc.).

This Chapter describes requirements for safe work on AC Electrical Power Distribution Systems at the "customer" level of 480/277 and 120/208 VAC Distribution Systems. These requirements are distinguished from those in [Chapter 9110](#) that relate to electrical utilization equipment safety and from those developed separately by FESS for higher voltage "utility" level systems at the Laboratory.

2.0 DEFINITIONS

The **AC Electrical Power Distribution System** describes all 480/277 and 120/208 VAC and other AC Electrical Power Distribution Systems operating between 50 VAC to 600 VAC nominal as found outside and within buildings up to and including the Point of Outlet. For purposes of this Chapter, this definition does not include the higher voltage utility systems and auxiliary substations that provide 480/277 VAC electrical service. This definition is consistent with the concept of **Premises Wiring System** as defined in Article 100 of the National Electrical Code (NEC) and the terms are considered equivalent.

Area Division/Section Head is the person who controls and is responsible for the area where AC electrical power distribution equipment is being installed, modified or maintained.

A **Competent Person** is an individual knowledgeable in and skilled in the design, construction, operation, and maintenance of the AC Electrical Power Distribution Systems and equipment in their area of jurisdiction. The competent individual has familiarity with the electrical requirements of the NEC, OSHA and NFPA, has received safety training on the hazards involved with electricity, and by virtue of training and experience is fully aware of the work practices and procedures necessary to mitigate or eliminate those hazards.

A Division/Section/Project (D/S/P) **Electrical Coordinator** is a Fermilab competent person who:

- Is knowledgeable in the electrical circuitry and electrical equipment in the area of jurisdiction
- Has the capability to identify existing and predictable electrical hazards and/or working conditions and has the authority to take prompt corrective measures including the immediate stopping of work
- Is familiar with work practices and personal protective equipment (PPE) requirements of NFPA 70E
- Is frequently involved in the planning and scheduling of electrical work in their area of responsibility

- 68 • Is familiar with required physical clearances for electrical equipment as defined by NEC and
- 69 OSHA standards
- 70 • Is identified as a qualified Task Manager and has the authority to supervise and/or monitor the
- 71 activities of Fermilab, Electrical T&M, or fixed price subcontractor electricians who install or
- 72 work on the AC Electrical Power Distribution System
- 73 • May be but is not necessarily involved with large construction projects that are managed
- 74 within the Division/Section
- 75 • With the negotiated assistance of Facilities Engineering Services Section (FESS), generates
- 76 and maintains up-to-date single line electrical drawings (SLEDs) of the AC Electrical Power
- 77 Distribution System in the area of jurisdiction
- 78 • With the assistance of FESS and building and area managers, generates and maintains up-to-
- 79 date panel schedules for electrical distribution panels and motor control centers in the area of
- 80 jurisdiction

82 **Electrical Utilization Equipment** is equipment that utilizes electric energy after the Point of
 83 Outlet for electronic, electromechanical, chemical, heating, lighting, or similar purposes.
 84 Examples of such equipment include fixed and variable output power supplies, motors, motor
 85 controllers, motor control units mounted in a motor control center, variable frequency motor drives
 86 (VFDs), process control and monitor equipment, battery powered interruptible or uninterruptible
 87 power sources, welding machines, and computers. Cords, plugs, and conductors that facilitate
 88 connection of utilization equipment to the Premises Wiring System up to the Point of Outlet are to
 89 be considered parts of the utilization equipment.

90 **Energized Work** is any activity within the limited approach boundary of energized conductors
 91 where a hazard exists from contact or equipment failure that can result in electric shock, arc flash
 92 burn, thermal burn or blast. Reference to FESHM [Chapter 9100](#) and [Chapter 9180](#) is suggested for
 93 a more complete discussion of Energized Work and associated definition of terms such as
 94 **Electrically Safe Work Condition, Limited Approach Boundary, Arc Flash Boundary,**
 95 **Diagnostic and Manipulative Energized Work.**

97 A **Motor Control Center (MCC)** is an assembly of one or more enclosed sections having a
 98 common power bus (typically 480 VAC three phase) and principally containing motor control
 99 units. Removable motor control assemblies mounted in MCCs are commonly referred to as
 100 "buckets" or "tubs".

101 The **Point of Outlet** is the point of connection to the Premises Wiring System from which
 102 electrical current is taken to supply utilization equipment. The point of outlet is further defined as
 103 the first disconnecting means upstream of the utilization equipment. Such points include standard
 104 wall outlets and receptacles, disconnect switches and circuit breakers. Within a MCC, the point of
 105 outlet is considered to be the point of connection between the MCC power bus and the removable
 106 motor controller assembly.

107 A **Qualified Electrician** is a Qualified Person possessing journeyman or higher electrician status.
 108 Also included in this definition are individuals designated as apprentice electricians when working
 109 under the direct supervision of an electrician having journeyman or higher status.

110 A **Qualified Person** or Worker, as applied to electrical work activities, is one who has
 111 demonstrated skills and knowledge related to the construction and operation of electrical
 112 equipment and installations and has received safety training to recognize and avoid the electrical
 113 hazards involved. Additional training requirements for the Qualified Person are set forth in NFPA

114 70E Article 110.2 (A)(1). A person can be considered qualified with respect to certain equipment
115 and methods but still be unqualified for others.

116 A **Task Manager** (Electrical) is a Division/Section/Center designated individual responsible for
117 direction and oversight of selected electrical work activities. The Task Manager shall be
118 competent and knowledgeable in accord with the type and complexity of the task at hand.
119

120 **3.0 RESPONSIBILITIES**

121 **3.1 Electrical Safety Officer**

122 A Fermi Research Alliance (FRA) employee identified by the Laboratory Director shall serve as
123 the Laboratory Electrical Safety Officer (ESO). This individual shall be identified by the Fermi
124 Site Office (FSO) as the Contractor Authority Having Jurisdiction (AHJ) to fulfill FSO-assigned
125 duties consistent with the definition of AHJ found in NFPA 70, *National Electrical Code*, and the
126 Electrical Safety Authority as defined in NFPA 70E, *Standard for Electrical Safety in the*
127 *Workplace*, Article 350.4 The ESO may designate certain other FRA employees to perform certain
128 ESO, AHJ, and ESA tasks as the ESO's representative. The ESO chairs the Electrical Safety
129 Subcommittee (ESS) of the Fermilab ES&H Committee (FESHCOM) and will leverage the
130 expertise of the members of the ESS. In the absence of the ESO, the ESS Deputy Chair may act in
131 the ESO's stead.
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134 **3.2 Electrical Coordinator**

- 135 a. Division/Section/Project Heads shall designate one competent person in their organization as
136 D/S/P Electrical Coordinator. This responsibility may be waived in whole or part if a
137 particular Division/Section/Project is fully reliant on the services of another D/S/P to provide
138 oversight of work involving installation, modification, maintenance and repair of AC Electrical
139 Power Distribution Systems in their area of jurisdiction.
- 140 b. For cases where the D/S/P Head chooses to designate one or more additional competent
141 individuals to assist the D/S/P Electrical Coordinator, each of those individuals shall be
142 designated as an Alternate Electrical Coordinator. As designated by or in the absence of the
143 Electrical Coordinator, an Alternate Electrical Coordinator may have similar responsibilities
144 and authority.
- 145 c. Division/Section/Project Heads shall also designate one or more competent persons in their
146 organization as qualified to approve the Electrical Hazard Analysis / Work Permit.
- 147 d. FESS shall maintain a current list of electrical T&M subcontractor employees possessing
148 journeyman or higher electrician status. This list shall be available to other
149 Divisions/Sections/Projects as necessary to assure implementation of this Chapter.
- 150 e. The D/S/P Electrical Coordinator, or designee, shall be physically present as a safety observer
151 during any conduct of Manipulative Energized Work in his/her area of jurisdiction.
- 152 f. The D/S/P Electrical Coordinator, or designee, shall exercise Stop Work authority when
153 observing activities or unsafe work practices that jeopardize the safety of personnel or safe
154 operation of electrical distribution equipment.
- 155 g. The D/S/P Electrical Coordinator has additional responsibilities associated with concrete
156 cutting and coring activities in his/her area of jurisdiction. As required by [FESHM 7040](#), the

157 Coordinator must review and approve the Electrical Hazard Analysis / Work Permit
158 specifically prepared for the work activity.
159

160 **4.0 REQUIREMENTS**

- 161
- 162 1. The following requirements relate to AC electrical power distribution equipment.
- 163 a. All equipment used in AC Electrical Power Distribution Systems shall be certified (listed,
164 recognized, or classified) by a nationally recognized testing laboratory (NRTL) and
165 installed and used in accordance with the certification. Exceptions to this requirement
166 must be approved by the Electrical Safety Officer or designee.
- 167 b. Disconnect switches or circuit breakers shall be installed in AC Electrical Power
168 Distribution Systems to allow for the safe isolation of all subsystems. These devices shall
169 be appropriate for the circuit voltage and current, and able to withstand the available
170 calculated short circuit current of the circuit. Newly installed disconnect switches or
171 circuit breakers shall be furnished with factory-installed hasps to permit LOTO locks to be
172 placed without the use of circuit breaker handle clamps or other adapters. They shall
173 incorporate ground fault protection where necessary. If disconnect switches or circuit
174 breakers are used for "switch duty", they must be rated as such. Disconnect switches and
175 circuit breakers shall be labeled with their purpose if not obvious.
- 176 c. Adequate working clearances for electrical equipment shall be maintained per OSHA
177 1910.303(g), NEC Article 110.26. The general distances for working clearance are 3 feet
178 in front and a minimum width of 30 inches. Means of mitigating non-compliant working
179 clearances are discussed in the Technical Appendix of this Chapter.
- 180 d. The AC Electrical Power Distribution System shall provide adequate and proximate points
181 of outlet for permanently installed utilization equipment.
- 182 e. Power distribution equipment shall display permanently affixed labeling which clearly
183 identifies the equipment, voltage and current ratings, fed from data, and any other special
184 safety precautions as may be required, such as "Multiple Sources of Power Present", etc.
- 185 f. For all new and retrofitted installations, a separate, properly bonded equipment grounding
186 conductor shall be installed in AC electrical power distribution raceways. For existing
187 installations where the AC electrical power distribution raceway is subject to significant
188 corrosion or deterioration, the installation of a separate, properly bonded equipment
189 grounding conductor is mandatory.
- 190 g. Phasing and color coding of conductors of the Laboratory's AC Electrical Power
191 Distribution System shall be in accord with the Technical Appendix of this Chapter.
- 192 h. AC electrical power distribution equipment, for which there is no longer a requirement,
193 shall be completely de-energized and disconnected from the AC Electrical Power
194 Distribution System. Disconnection may involve removal of ungrounded and grounded
195 conductors to achieve positive isolation of the electrical energy source. For situations
196 where the equipment is not physically removed, the equipment should be posted as "Not in
197 Service". Such equipment typically includes distribution panels, transformers and
198 disconnect switches.
- 199 i. Disconnected supply conductors, if not totally removed, shall be suitably insulated,
200 guarded, or capped to prevent contact with live parts and avoid presenting a hazard.

- 201 ii. For situations where disconnection is not practical, feasible, or appropriate; the
 202 disconnecting means, such as a circuit breaker or disconnect, shall be turned OFF to
 203 isolate the electrical energy source. Configuration control (ref. FESHM [Chapter 2100](#)
 204 Technical Appendix) must then be applied in the form of a lock and/or tag indicating
 205 "Not in Service - Do Not Energize". After isolation of the disconnecting means, it
 206 must be verified that the equipment is completely de-energized.
- 207 2. Requirements related to all work on AC electrical power distribution equipment include:
- 208 a. Manipulative Energized Work on equipment of the AC Electrical Power Distribution
 209 System is prohibited unless it can be demonstrated using a written risk assessment that de-
 210 energization introduces additional or increased hazards or is infeasible due to equipment
 211 design or operational limitations. If justified, Manipulative Energized Work shall be
 212 performed by written permit only and subject to final approval by the area Electrical
 213 Coordinator, area D/S/P Head, and the Fermilab Directorate.
- 214 b. The appropriate portion of AC Electrical Power Distribution System shall be de-energized,
 215 locked and tagged out (ref. [Chapter 2100](#)), and in an Electrically Safe Work Condition
 216 before Manipulative De-Energized Work is allowed to proceed on that part of the System.
- 217 c. The work shall be conducted in accord with an Electrical Hazard Analysis / Work Permit if
 218 required in 3.a., below.
- 219 d. Installation, maintenance and repair of AC Electrical Power Distribution Systems up to the
 220 Point of Outlet shall be performed only by Qualified Electricians.
- 221 e. If a particular work activity is challenged and asked to be stopped, the work activity shall
 222 stop, but only after bringing the work site to a safe condition. Thereafter, the area
 223 Electrical Coordinator must be contacted to begin resolution of the stop work directive.
 224 The area D/S/P Division Safety Officer shall also be notified.
- 225 f. The D/S/P Electrical Coordinator or designee shall inspect new installations of distribution
 226 panels and transformers before the equipment is energized for the first time. Inspections of
 227 additions or modifications to existing electrical distribution systems, including branch
 228 circuits, is at the discretion of the area Electrical Coordinator. However, final inspections
 229 may be required by the Electrical Hazard Analysis / Work Permit before equipment is (re-
 230)energized.
- 231 g. Diagnostic Energized Work activities are frequently performed on the AC Electrical Power
 232 Distribution System by Qualified Persons. The area Electrical Coordinator shall be aware
 233 of and verbally approve such activities, other than zero voltage verification, prior to their
 234 initiation.
- 235 3. The following describes the **Electrical Hazard Analysis / Work Permit** and associated
 236 requirements for work on AC Electrical Power Distribution Systems.
- 237 a. An approved Electrical Hazard Analysis / Work Permit is **REQUIRED** for particular
 238 Manipulative De-Energized or Energized Work activities involving the AC Power
 239 Distribution System. These particular activities include work:
- 240 • On power distribution panels or panelboards, typically operating at 480/277 or 120/208
 - 241 VAC
 - 242 • On or in the power bus sections of Motor Control Centers, usually operating at 480
 - 243 VAC
 - 244 • On transformers of the AC Power Distribution System having a primary excitation
 - 245 voltage of 480 VAC or less

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- On disconnect switches, circuit breakers and transfer switches located between panelboards or panelboards and transformers of the AC Power Distribution System
 - At selected locations where there is less than adequate working clearance around equipment (ref. the Technical Appendix of this Chapter)
 - That involves concrete cutting or coring activities that could intercept embedded conductors of the Distribution System
 - That is judged by competent person to be significantly complex and/or hazardous
- b. An Electrical Hazard Analysis / Work Permit is **NOT REQUIRED** for work:
- On branch circuits or loads when the sourcing branch circuit breaker or other isolating means have been turned off and LOTO procedures have been followed. The D/S/P Electrical Coordinator shall be consulted for situations in which there is any doubt as to the configuration of the circuit. If uncertainty exists regarding the arc-flash PPE Category, use the simplified guidance tables or consult D/S/P Electrical Coordinator or DSO.
 - That involves Diagnostic Work, except as noted in the Technical Appendix of this Chapter
 - On utilization equipment as discussed in FESHM Chapters [9110](#) & [9120](#), including motor controllers downstream of the point of outlet
 - That simply involves the physical application of locks or tags on AC power distribution equipment, as typically associated with LOTO for utilization equipment or configuration control
 - Involving installation, connection and wiring of equipment such as panelboards, transformers, disconnects and switches that are physically incapable of being energized
- c. The Electrical Hazard Analysis / Work Permit requires a Description of Work, a description and analysis of Associated Hazards, and required elements of Hazard Mitigation that will bring exposure to attendant hazards to an acceptably low risk. The Hazard Mitigation section, to the extent applicable, shall include safe work practices, means employed to restrict the access of unqualified persons from the work area, indication of the determined Arc-flash PPE Category, results of shock and arc flash hazard analyses if other than default values, and required PPE. Complex work activities may need to be broken down into identifiable work phases. For such situations, the Associated Hazards and Hazard Mitigation descriptions and steps should be developed for each phase of work.
- d. The Associated Hazards listed in the Electrical Hazard Analysis / Work Permit most frequently pertain to exposure to unguarded or bare conductors or circuit parts that have not been tested and found to be in an Electrically Safe Work Condition. However, this part of the Permit is appropriate and, in lieu of a separate HA, may be used for listing of other non-routine and significant hazards associated with the electrical work activity at hand. Such hazards might include falls, interception of buried utilities, oxygen deficiency or vehicular traffic.
- e. The justification to perform Manipulative Energized Work at any System voltage level must be documented on the Permit with a written risk assessment and approvals as described in Section 4.2.a of this Chapter.
- f. The Electrical Hazard Analysis / Work Permit must be filled out and approved prior to the work activity. At a minimum, the Permit must be approved by a competent person within the Division/Section/Project as designated by the area D/S/P Head.

- 291 g. When FESS personnel are to perform work for any other Division/Section/Project that
292 requires an Electrical Hazard Analysis / Work Permit, the Permit must be approved by both
293 the FESS designated approving authority as well as the Electrical Coordinator, or
294 designated alternate, of the other Division/Section/Project.
- 295 h. A job briefing shall always be conducted before beginning work by the competent person
296 in charge with all individuals directly participating in the work activity. Topics will
297 include scope of work, hazards associated with the work, procedures and special
298 precautions, energy source controls, and personal protective equipment requirements.
299 Those in attendance will sign the Permit, thereby indicating their understanding of the
300 scope of work and associated hazard mitigation requirements.
- 301 i. The Electrical Hazard Analysis / Work Permit will be available at the work site.
- 302 j. Copies of approved Permits shall be kept on file for a period of at least one year by the
303 originating Division/Section/Project. If FESS personnel are involved in the work, a copy
304 of the Permit shall be given to FESS. Additional distribution is at the option of the
305 Division/Section/Project.
- 306 4. For situations where Manipulative Energized Work on the AC Electrical Distribution System
307 is justified and approved, special precautions and utmost care must be taken to prevent
308 accident and injury. The following requirements must be strictly followed.
- 309 a. Manipulative Work on energized systems is hazardous, especially for 480/277 VAC
310 installations. The D/S/P Electrical Coordinator, the Qualified Electrician(s), and, if
311 necessary, the electrician foreman, shall review the installation and assure themselves that
312 the work activity can be done safely. Any complicating factors (e.g., massive grounds near
313 work, unusual mechanical or environmental conditions, etc.) shall be noted on the Permit.
314 Those doing the work will be briefed on the safety measures to be used, any unusual
315 hazards/complications likely to be encountered, and proper use of personal protective
316 equipment. In all cases, appropriate measures shall be taken to prevent access to the
317 Limited Approach and Flash Protection Boundaries by unauthorized personnel.
- 318 b. In case of doubt about any aspect of the work activity, by either the D/S/P Electrical
319 Coordinator or the Qualified Electrician(s) assigned to perform the Manipulative Energized
320 Work, a technical subject matter expert who is familiar with the system or subsystem in
321 question shall be consulted. The technical expert shall reconsider the need to leave the
322 system energized and shall consider further steps that may be taken to ensure the safety of
323 the personnel on the job. If, after this review, workers are still not satisfied that an
324 adequate margin of safety is assured, they may refuse participation in the work activity.
325 This refusal shall not be the cause for disciplinary action.
- 326 c. The D/S/P Electrical Coordinator, or designee, shall be physically present as a safety
327 observer during any conduct of Manipulative Energized Work in his/her area of
328 responsibility. The Coordinator shall remain in close communication with those doing the
329 work, and shall be readily available to answer questions as well as monitor the status of the
330 work activity. Means of prompt communication with site emergency personnel should be
331 readily available if needed.
- 332 d. For work on an energized system where the voltages present are less than 130 VAC
333 terminal-to-ground or 250 VAC terminal-to-terminal, at least one Qualified Electrician
334 shall be assigned to the task.

- 335 e. For work on an energized system where the voltages present exceed 130 VAC terminal-to-
336 ground or 250 VAC terminal-to-terminal, at least two Qualified Electricians shall be
337 assigned to the task.
- 338 5. It is recognized that certain special or emergency instances may arise where obtaining a written
339 and approved Electrical Hazard Analysis / Work Permit is not reasonably practical or possible.
340 For such situations, verbal discussion of and approval for the work is required from the
341 designated D/S/P individual who normally approves these Permits or the area
342 Division/Section/Project Head before the work may proceed. In addition to the verbal
343 approval, a written Permit shall be generated and approved at the earliest reasonable
344 opportunity.
345

346 **5.0 ELECTRICAL HAZARD LABELING**

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348 Every electrical equipment enclosure, other than outlet and pull boxes, in which energized
349 electrical work (including zero voltage verification) might be performed shall preferentially be
350 labeled with specific electrical hazard information in accordance with Article 130.5(H) of the 2018
351 edition of NFPA 70E, which requires the label to include the nominal system voltage, arc flash
352 boundary, and at least one of the following: Site-specific level of PPE, minimum arc rating of
353 clothing, or one but not both of the available incident energy and working distance or arc-flash
354 PPE category.

355 Industrial control panels, such as used for HVAC equipment and compressors, are to be considered
356 electrical equipment enclosures for the purpose of this section, unless there are no circuits
357 exceeding 50 V. Also excepted are single phase circuits, 120 VAC at 20 amperes or less from an
358 external panelboard, that serve loads internal to the panel which are limited to convenience
359 receptacles, lighting, anti-condensation heaters, and power supplies with output voltages less than
360 50 V.

361 Where environmental conditions or chemical exposures will rapidly deteriorate labels applied to
362 the equipment, or conditions of supervised maintenance make electrical hazard information readily
363 available to workers, the electrical hazard information may be maintained in a central location
364 known and accessible to workers and supervisors.

365 Where electrical system models have not yet been prepared to furnish equipment-specific arc-flash
366 hazard information, the equipment shall not be labeled, and the Fermilab default arc-flash
367 boundary and tabular arc-flash PPE category tables as found in FESHM Chapter 9180 shall be
368 used. Entry into undocumented or under-documented equipment shall be used as an opportunity to
369 obtain complete information needed to enter the equipment into an electrical system model.
370

371 **6.0 FORMS**

372

373 The [EHAWP](#) is available from the ESH&Q DocDB.
374

375 **TECHNICAL APPENDIX TO AC ELECTRICAL POWER DISTRIBUTION**
 376 **SAFETY**
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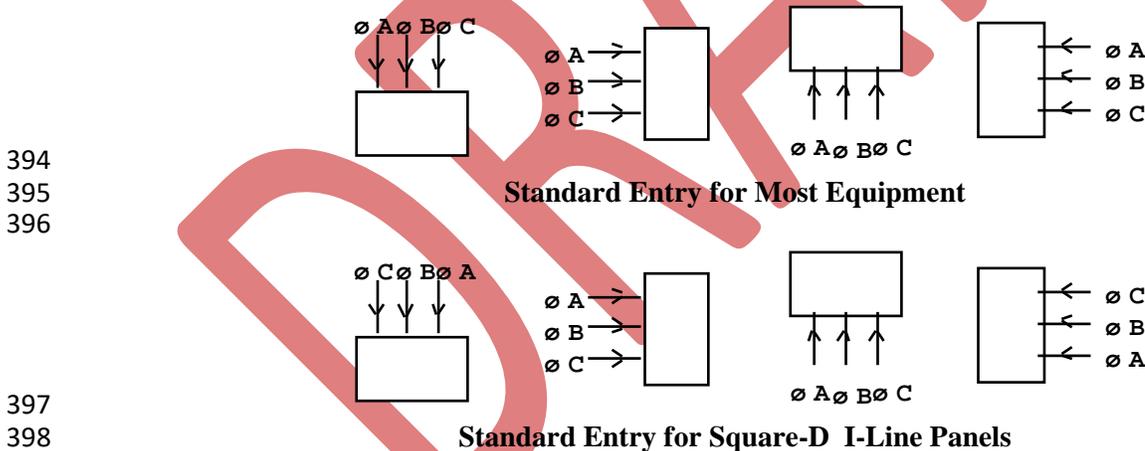
378 This Technical Appendix describes standards and requirements related to the phasing and color
 379 coding of conductors in the AC Electrical Power Distribution System. It also addresses mitigation
 380 of less than adequate working clearances around electrical equipment.

381 **1. PHASE RELATIONSHIPS IN AC ELECTRICAL POWER DISTRIBUTION**

382 All three phase AC power distribution throughout the Laboratory shall conform to the positive
 383 phase rotation convention. Positive phase rotation shall be understood as Phase A -> Phase B -
 384 > Phase C, where Phase B lags Phase A and Phase C lags Phase B.

385 The phase position of all electrical conductors entering electrical distribution equipment such
 386 as breakers, switch gear, and distribution panels viewed with respect to the front of principal
 387 control face shall be Phase A, Phase B, Phase C from left to right, top to bottom, or front to
 388 back. Where no principal control face is discernible, the electrical conductor most nearly north
 389 or east shall be Phase A.

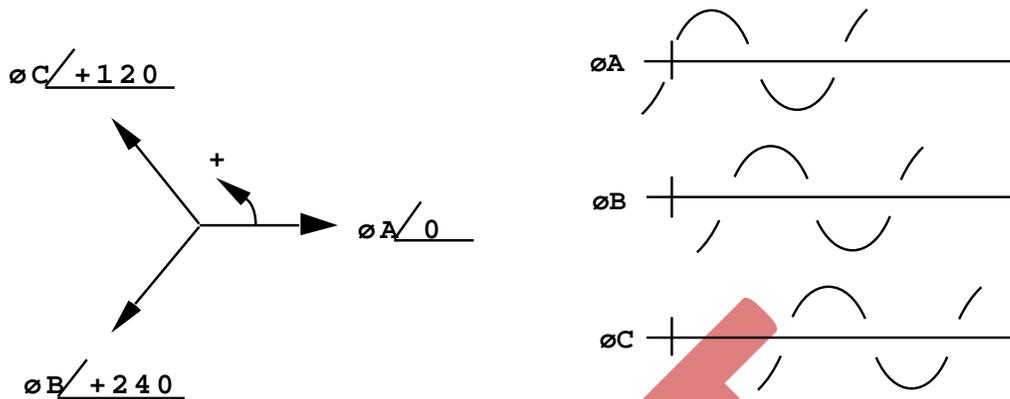
390 Some examples of various modes of entry of three phase power into most electrical equipment
 391 are illustrated in Figure 1. Due to the inherent unique design of Square-D I-Line™
 392 panelboards, entry to these panels and their associated circuit breakers is an exception to the
 393 standard form of entry and is separately detailed in Figure 1.



399 **Figure 1 - Three Phase Power Entry Into Electrical Distribution Equipment**
 400 **(As Viewed From Front)**
 401

402 For multiple phase receptacles and female plugs having a circular orientation, phase
 403 connection as viewed from the front shall be positive and clockwise for ØA -> ØB -> ØC.
 404 Special attention is drawn to implementing this Fermilab practice to welding outlets. Said
 405 outlets are typically not marked to the Fermilab convention.

406 The voltage phasor diagram and time-based voltage waveforms of the three phase AC
 407 electrical power distribution system are illustrated in Figure 2 as reference.



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410 **Figure 2 - Three Phase Phasor Diagram and Time-Based Waveforms**

411 **2. Color Codes for AC Electrical Power Distribution Conductors**

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413 The following color codes shall be utilized for the identification of conductors in the three
414 phase AC Electrical Power Distribution System.

- 415
416 a. For all conductors including those in a **120/208 VAC** System, but except those in a
417 480/277 VAC System, the color code convention is as follows. For the ungrounded
418 conductors, this convention is referred to as **BRB (Black-Red-Blue)**.

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<u>Conductor</u>	<u>Color</u>
421 Phase A (ungrounded) Conductor	Black
422 Phase B (ungrounded) Conductor	Red
423 Phase C (ungrounded) Conductor	Blue
424 Neutral (grounded) Conductor	White (Preferred) or Gray
425 Equipment Grounding Conductor	Green (w or w/o Yellow Stripe(s) or Bare

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- 428 b. For conductors in a **480/277 VAC** System, the color code convention is as follows.
429 For the ungrounded conductors, this convention is referred to as **BOY (Brown-Orange-**
430 **Yellow)**.

431

<u>Conductor</u>	<u>Color</u>
432 Phase A (ungrounded) Conductor	Brown
433 Phase B (ungrounded) Conductor	Orange
434 Phase C (ungrounded) Conductor	Yellow
435 Neutral (grounded) Conductor	Gray (Preferred) or White
436 Equipment Grounding Conductor	Green (w or w/o Yellow Stripe(s) or Bare

437

- 438 c. Conductor insulation shall be factory color coded by integral pigmentation. For conductor
439 sizes larger than 10 AWG, color coding by integral pigmentation is optional. Where
440 integral pigmentation is not used, conductor insulation must be black. For such situations,
441 each insulated cable at every point of termination shall be identified by the appropriate
442 color as shown above, preferably with integrally pigmented heat-shrink tubing. If electrical
443 marking tape is used, preferably no less than six inches of the conductor length shall be
444 covered by the tape with a 50% overlap and the final wrap shall be applied without tension.

- 445 d. For all new work and/or modifications to the wiring in the AC power distribution system,
446 the conductor color code shall follow the above requirements.
- 447 e. It is important to note that, prior to 1989, the BRB color code convention was the "general"
448 standard employed at the Laboratory for all conductors of the Premises Wiring System.
449 Nonetheless, prior to 1989 there have been instances of using the BOY convention for
450 480/277 VAC systems. Since that time, the accepted industry practice of utilizing the
451 BOY convention for 480/277 VAC systems has been adopted by the Laboratory. While
452 there is no demand or requirement to retrofit existing plant to the current convention, those
453 working on, testing, or inspecting the AC Electrical Power Distribution System are to be
454 advised of the dual color code conventions in place at the Laboratory.
- 455 f. It is the long term goal of the Laboratory to ultimately convert the older 480/277 VAC
456 Systems using the BRB convention to the BOY convention. When reasonably possible,
457 480/277 VAC conductors having the BRB convention should be re-taped to the new BOY
458 convention.
- 459

3. Non-Compliant Working Clearances

461 Recent OSHA compliance audits have discovered numerous instances of less than adequate
462 working clearances around electrical equipment. Detailed requirements are specified under
463 OSHA general industry regulations 29 CFR 1910.303(g)(1). Efforts are now on-going to
464 eliminate, raise awareness of, and reduce future instances of these non-compliant conditions.
465 Nonetheless, a selected number of instances are inordinately expensive or otherwise difficult to
466 abate. These demand administrative controls and steps to provide equivalent safety to workers
467 in lieu of clear working space about the equipment. To this end, the procedures specified here
468 are mandatory to address the selected instances of less than adequate working clearances and
469 environments.

- 470 a. If the work activity is either Diagnostic or Manipulative Energized Work as defined in
471 FESHM [Chapter 9100](#), an Electrical Hazard Analysis / Work Permit shall be prepared and
472 approved prior to the start of the activity. The Permit shall note the existence of less than
473 adequate working clearance and specify additional protective measures to be taken. Such
474 measures may include installation of temporary barriers, guarding proximate grounded
475 surfaces to reduce the potential of shock, and use of temporary lighting to better illuminate
476 the work area. These added measures are in addition to normal hazard mitigation steps
477 required for the work activity.
- 478 b. If the work activity is to be conducted with the equipment in an Electrically Safe Work
479 Condition, hazardous energy must first be isolated and controlled in accordance with
480 lockout/tagout procedures as specified in [FESHM 2100](#). Note that a Permit may be
481 required for selected equipment of the AC power distribution system.
- 482 c. Such equipment shall be clearly and prominently labeled to inform personnel that special
483 work conditions are in effect. The label provided shall be of the following form, durable,
484 self-adhering and available in various sizes. Labels are available from local area DSOs and
485 Electrical Coordinators.
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SAFETY FIRST

**DUE TO LESS THAN ADEQUATE CLEARANCES AROUND THIS EQUIPMENT
SPECIAL ADMINISTRATIVE CONTROLS APPLY FOR YOUR SAFETY**

**BEFORE STARTING WORK ON THIS EQUIPMENT
PLEASE CONSULT THE AREA ELECTRICAL COORDINATOR
OR REFER TO THE TECHNICAL APPENDIX OF FESHM CHAPTER 9120**

DRAFT

Fermilab

FESHCom

Electrical Safety Subcommittee

STANDARD CONVENTIONS

for the

Fermilab Electrical AC Power Distribution System

Reviewed and Approved by the ESS
September 10, 2012

The following represents agreed upon standard conventions for the Electrical AC Power Distribution System at Fermilab. The conventions were first developed by knowledgeable representatives from FESS Engineering and Operations and the Accelerator Division. The conventions were subsequently reviewed and sanctioned by the Electrical Safety Subcommittee. It is acknowledged that these conventions are not totally inclusive of all possible aspects, equipment types, or configurations of the existing electrical distribution system. The stated standard conventions should be applied to new construction and to systems undergoing significant modification. It is not intended that older systems be modified, although partial conformance may be reasonably accommodated.

Panelboard Naming Conventions

Panelboards shall be classified solely as per operating voltage and ampacity, regardless of their position in the electrical distribution system. The acronyms for panelboards are as follows:

SWBD	Switchboard, 2000 A and Above, 480Y/277 VAC
DHP	Distribution, High Power Panelboard, 600 A to 1600 A, 480Y/277 VAC
PHP	High Power Panelboard, 100 A to 400 A, 480Y/277 VAC
LP	Lighting Panelboard, 100 A to 225 A, 480Y/277 VAC (Typically Outfitted with Single Pole Circuit Breakers)
PP	Power Panelboard, 100 A to 225 A, 208Y/120 VAC or 240/120 VAC
Exxx	Emergency, Prefix for Panelboard Capable of Being Powered by a Dedicated Emergency Power Source
Sxxx	Standby, Prefix for Panelboard Capable of Being Powered by a Dedicated Standby Power Source

Other Equipment Naming Conventions

Acronyms for other certain components of the electrical distribution system shall be as follows. Some explanations of particular categories are appended.

DSTR	Distribution Switch (Generally 13.8 kVAC)
USS	Unit Substation (Generally 13.8 kVAC to 480Y/277 VAC)
TR	Transformer, Various Ampacities and Voltages, Compads Included
ETR	Transformer, Capable of Being Powered by a Dedicated Emergency Power

546		Source
547	STR	Transformer, Capable of Being Powered by a Dedicated Standby Power
548		Source
549	MCC	Motor Control Center (Generally 480 VAC without Neutral)
550	DS	Disconnect Switch, Not Fused, Various Ampacities and Voltages
551	FDS	Fused Disconnect Switch, Fused, Various Ampacities and Voltages
552	CB	Circuit Breaker, Stand Alone, Typically External to a Panelboard in Lieu of a
553		Panelboard Main Breaker and Also Serving as a Service Disconnect
554	MTS	Manual Transfer Switch, Various Ampacities and Voltages
555	ATS	Automatic Transfer Switch, Various Ampacities and Voltages
556		

557 **DSTR** is an established convention for 13.8 kVAC distribution switchgear.
 558 These switches may be of the oil type, but are more often air switches such as
 559 the compartmentalized switches manufactured by S&C. They are used
 560 frequently in the 13.8 kVAC feeder distribution system of the Laboratory for
 561 purposes of equipment isolation and feeder isolation or reconfiguration.

562
 563 The Unit Substation designation, **USS**, refers to compartmentalized
 564 distribution equipment that includes a 13.8 kVAC air switch, the transformer,
 565 and multiple rack-in load breakers on the secondary side. While there are
 566 numerous USSs at the Laboratory, they are not preferred for new installations.

567
 568 The transformer category, **TR**, covers a wide range of equipment. A typical
 569 yard transformer would be of the “**Compad**” type now generally favored.
 570 Such a transformer would generally include an incoming line switch (for
 571 isolation only) and fuses at 13.8 kVAC and usually a single load circuit
 572 breaker. Compads are generally sized at 500, 750, or 1500 KVA. Another
 573 very common example is the 480 to 208Y/120 VAC three phase transformers
 574 typically found inside technical buildings. Transformers with other primary
 575 and secondary voltages are also covered by the “TR” identifier.

576 AC Voltages

577
 578
 579 Some consistency is desired in the identification of voltages present in the AC power distribution
 580 system. The following delineates acceptable or preferred labeling. The specific characterization
 581 of voltage sources as wye or delta connected may be omitted if commonly understood or of
 582 minimal interest to user applications.

584	Acceptable:	V, VAC, Volts, Volts AC, kV, kVAC, kVolts, kVolts AC
585		208Y/120 VAC (Three Phase)
586		240/120 VAC (Single Phase)
587		480Y/277 VAC (Three Phase)
588		480 – 208Y/120 VAC (Three Phase Transformer)
589		480 – 240/120 VAC (Single Phase Transformer)
590		13.8 kVAC – 480Y/277 VAC (Three Phase Transformer)
591		13.8 kV – 480 V (Three Phase Transformer)
592		

Panelboard and Transformer Labeling

Panelboards and transformers of the distribution system shall be uniquely identified with labels made from engraved laminated phenolic (lamacoid) material, a minimum of 1/16 inch thick, 2.5 inches high, and 9 inches wide. The overall dimensions may be reduced for cases where the equipment cannot accommodate the standard size. Self-adhesive vinyl labels may be used in place of the laminated phenolic labels only in dry, indoor, temperature-regulated environments without deleterious atmospheric or chemical exposures. Use of these labels must be approved on a case-by-case basis by the Division or Section Electrical Coordinator. The following requirements apply to both laminated phenolic and vinyl labels.

These labels generally have two lines of text. The first line would be the panelboard or transformer name (e.g. PHP-MI60A-3, TR-MI60A-3-A). The second line would describe the operating voltages or voltages present (e.g. 480Y/277 VAC, 480-208Y/120 VAC).

First line characters are to be 0.85 to 1.0 inch high with a 1/8 inch line width. Second line characters are 0.5 inches high with a 1/16 inch line width. The edges of the label are to be beveled.

RED labels with **WHITE** characters shall be used for equipment operating at 480Y/277 or 480 VAC or higher. A 480 to 208Y/120 VAC transformer would be outfitted with a label having these colors. When such equipment is capable of being powered by a dedicated Emergency or Standby power source, the equipment label shall be **ORANGE** in color with **BLACK** characters.

BLACK labels with **WHITE** characters shall be used for equipment operating at 120, 208Y/120, or 240/120 VAC. When such equipment is capable of being powered by a dedicated Emergency or Standby power source, the equipment label shall be **YELLOW** in color with **BLACK** characters.

Laminated phenolic equipment labels are preferably attached with a high quality, double-sided adhesive tape rather than screws. For indoor applications to smooth surfaces, 3M tape 9500PC is a preferred choice. For outdoor or rougher surface applications, Normount tape V2830 is a preferred choice although the 9500PC tape is often acceptable.

Naming Conventions for “Yard” Transformers

Discussion of “yard” transformers necessarily includes Unit Substations and Compads. The names of these 13.8 kVAC primary transformers shall generally be referred to as “LOC#”. LOC# is an alpha-numeric acronym that will uniquely describe the transformer location and distinguish more than one transformer at that location.

While LOC is a unique alpha-numeric acronym for the USS or Compad location, the # aspect of the LOC# identifier consists of an alpha character (A, B, C, D, E, etc.). For example: one Compad at F1 would have a LOC# identifier of F1A; one USS at the Booster East Gallery would be BEGA; and three Compads and two USSs at MI-60 would be MI60A, MI60B, MI60C, MI60D, and MI60E. Notice that there is always an appended alpha character – even if there is only one transformer or USS at the location.

The generalized labeling of yard transformers would be USS-LOC# or TR-LOC# for Unit

642 Substations and Compads respectively. The above transformers would be marked as TR-F1A,
643 USS-BEGA, TR-MI60A, TR-MI60B, TR-MI60C, USS-MI60D, and USS-MI60E.

644

645

Naming Conventions for Primary Panelboards

646

647 Primary panelboards are those considered to be the first panelboard to receive power from a yard
648 transformer circuit. These panelboards shall include the transformer LOC# in their name. For
649 the example of a Compad at F1 with a single internal load breaker power powering a DHP
650 panelboard, the panelboard would be named DHP-F1A.

651

652 A USS typically supplies power to multiple primary panelboards in accord with the number of
653 rack-in load breakers. Additionally, a Compad may be outfitted with or have the provision for
654 more than one load breaker. In order to distinguish these multiple feeds as distinct sources of
655 power, the LOC# for the primary panelboards shall have an appended number “n” (1, 2, 3, 4,
656 etc.) relating to the specific yard load breaker. “LOC#n” now uniquely describes the source of
657 power.

658

659 For the example of a USS at Booster East Gallery having three load breakers separately powering
660 a SWBD, DHP, and MCC; these primary panelboards would be named SWBD-BEGA1, DHP-
661 BEGA2, and MCC-BEGA3. For the example of a Compad at F2 with a single internal load
662 breaker power powering a DHP panelboard and provision for a second load breaker, the primary
663 panelboard would be named DHP-F2A1.

664

665

Naming Conventions for Sub-Primary Panelboards and Transformers

666

667 Primary panelboards feed “sub-primary” panelboards, transformers, or utilization equipment.
668 Labeling of utilization equipment is not of concern since the connection of such equipment is
669 documented in the panelboard schedule. The developed naming convention does not involve the
670 physical location or pole position of the sourcing circuit breaker as has been past practice. The
671 potential for confusion is reduced in that such locations or positions are subject to change as the
672 distribution system is modified.

673

674 Sub-primary panelboards names are developed with a portion of the name of the upstream
675 panelboard with an appended “-n” where n equals 1, 2, 3, 4, etc. As an example, say primary
676 panelboard SWBD-BEGA1 feeds a DHP panelboard, and two PHP panelboards. These
677 panelboards would be labeled as DHP-BEGA1-1, PHP-BEGA1-2, and PHP-BEGA1-3. To
678 continue this convention for additional downstream panelboards, take as example that PHP-
679 BEGA1-2 feeds a PHP and a LP panelboard. These panelboards would be labeled as PHP-
680 BEGA1-2-1 and LP-BEGA1-2-2. As is the case for primary panelboards, the LOC# or LOC#n
681 identifier is retained and continues to indicate BEGA1 as the single primary source of power.

682

683 While sub-primary panelboards are identified with an appended numeric character, transformers
684 shall be identified with an alpha character. Consider primary panelboard DHP-BEGA1-1 feeding
685 three 480 - 208Y/120 VAC transformers. Here the transformers would be named as TR-DHP-
686 BEGA1-1-A, TR-DHP-BEGA1-1-B, and TR-DHP-BEGA1-1-C. A benefit of this convention is
687 that the “DHP-BEGA1-1” part of the transformer’s name is a direct indicator of the transformer’s
688 fed-from source.

689

690 Continuing the above example, assume the first two transformers each feed a single PP
691 panelboard, and the third feeds two PP panelboards. These 208Y/120 VAC panelboards would
692 be named PP-BEGA1-1-A1, PP-BEGA1-1-B1, PP-BEGA1-1-C1, and PP-BEGA1-1-C2.
693 Additional panelboards are readily accommodated without modification of the names of existing
694 equipment.

695 **Naming Conventions for Disconnect and Transfer Switches**

698 Disconnect and Transfer Switches, including **DS**, **FDS**, **MTS** and **ATS** types, are sometimes
699 named. Such switches that provide isolation between elements of the AC Power Distribution
700 System must be named. If named, the switch shall be appended with the name of the
701 downstream piece of equipment that it serves to isolate. **DS-PP-MI65A-A1** is an example of a
702 disconnect switch that isolates all three ungrounded phases powering panelboard PP-MI65A-A1.
703 Where the switch position is remote from connected and downstream equipment, it should be
704 named. If the downstream connection for a switch is not apparent or if there is more than one
705 switch at a particular physical location, all such switches must be named.

706
707 All such switches shall be identified as to the nominal operating voltage of interior circuits.

708 **Naming Conventions for Wall Receptacles**

709
710
711 Receptacles are typically labeled with the name of the breaker panel immediately upstream
712 followed by the circuit number. PP-CL-14E-2 CKT 15 is an example of a receptacle fed from
713 panel PP-CL-14E-2 and coming off of the circuit breaker located in position 15.

714 **Panelboard Schedules**

715
716
717 At a minimum, panelboard schedules shall list and be in accord with the following:

- 718 • Panelboard name. (e.g. PP-BEGA1-1-B1)
- 719 • Normal operating current (e.g. Trip Current of Upstream Overcurrent
- 720 Protection Device as opposed to the ampacity rating of the panelboard)
- 721 • Operating voltages and number of phases. (e.g. 208Y/120 VAC, 3 Phase)
- 722 • Fed-From source of power. (e.g. TR-DHP-BEGA1-1-B and DHP-
- 723 BEGA1-1 CB#27)
- 724 • Load descriptions and corresponding circuit breaker positions
- 725 • Load descriptions shall be specific rather than general if at all possible
- 726 (e.g. Lighting – Room 101 vs. Lighting). Refer to NEC Article 408.4(A)
- 727 for code requirements.
- 728 • Legible
- 729 • Current
- 730
- 731

732 It is strongly suggested that panelboard schedules be generated in a computer word processor or
733 spreadsheet format to facilitate ease of modification and lockout/tagout performance. It is
734 advised to provide a second copy of the schedule at the panelboard. In addition to the above, the
735 following information might be included in the electronic file. Some of the below may be added
736 to the displayed panel schedule as appropriate.

- 738 • Panelboard Rated Ampacity
- 739 • A listing of all available circuit breaker positions. Non-occupied positions
- 740 shall be designated as “Blank” or “Space”. Unused breakers shall be
- 741 designated as “Spare”.
- 742 • The overcurrent rating of the circuit breaker
- 743 • The phase of power for the particular circuit breaker position
- 744 • The physical location of the panelboard
- 745 • The type of panelboard (e.g. Square D I-Line, Square D NQOD)
- 746 • Whether or not there is a Panel Main Breaker. If present, show the
- 747 ampacity of the Panel Main breaker.
- 748 • The kVA rating of the upstream powering transformer, if the panelboard is
- 749 directly fed by the transformer
- 750 • The FESS bar code inventory number
- 751 • The wire size of the feed conductors for the ungrounded, grounded, and
- 752 grounding conductors
- 753 • The size, type and quantity of the conduits containing the feed conductors
- 754 • Type of Circuit Breaker
- 755 • Instantaneous Current Trip Setting (In Amps or Set Point Position)
- 756 • Minimum recommended Circuit Breaker AIC
- 757 • Date of Issue
- 758 • Who to notify if the schedule needs updating. Generally this is the
- 759 Division/Section Electrical Coordinator.
- 760 • Special notes pertinent to the panelboard. One should include here the
- 761 specific location of the fed-from source if not obvious.

Circuit Breaker Position Labeling

765 Panelboard circuit breaker positions shall be numbered in accord with provided electrical
766 drawings. Generally, left side breakers are labeled with odd numbers 1 – 3 – 5 - ...etc. top to
767 bottom while the right side breakers are generally labeled with even numbers 2 – 4 – 6 - ...etc.
768 top to bottom. Positions are typically marked with self-adhesive numbers provided by
769 panelboard manufacturers.

771 Numbers shall be neatly applied to the panelboard front mat adjacent to each breaker pole
772 position. Three pole breakers need only be labeled at the center pole position. Circuit breaker
773 position numbers shall not be applied to the physical circuit breaker.

775 A second set of numbers may be installed interior to the panelboard in direct correspondence to
776 the mat numbers to facilitate branch circuit identification during panelboard access.

Color Coding of Conductors

780 Color Coding shall be utilized to distinguish the conductors of the power distribution system.
781 The requirements are fully explained in the Technical Appendix of FESHM Chapter 9120.
782 Briefly stated, the requirements for the prevalent three phase distribution systems are as follows:
783

784 For conductors in all systems, except those in a 480Y/277 VAC system, the color code
785 for ungrounded conductors corresponding to Phase A-B-C shall be **Black-Red-Blue**

786 (BRB). The grounded or neutral conductor shall be coded **White**.

787

788 For conductors in a 480Y/277 VAC system, the color code for ungrounded conductors
789 corresponding to Phase A-B-C shall be **Brown-Orange-Yellow (BOY)**. The grounded
790 or neutral conductor shall be coded **Gray**.

791

792 Grounding conductors shall be color coded with **Green**, with or without Yellow stripe,
793 or bare.

794

795

Miscellaneous

796

797 **Fed-From Labeling**, though included in the panelboard schedule or the transformer name, may
798 be additionally displayed on the front face of the equipment. In that this information is subject to
799 change as the AC Power Distribution System is modified, this labeling should be semi-
800 permanent in nature.

801

802 Equipment having **Multiple Energy Sources** must be clearly identified as such. Panelboards or
803 transformers that are capable of being powered by dedicated Emergency or Standby power source
804 need not be so identified when properly labeled with the E or S prefix and an orange or yellow
805 lamocoid with black lettering.

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