On-load tap-changer
OILTAP® MS

Installation and commissioning instructions
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1 Introduction

This technical file contains detailed descriptions of the safe and proper installation, connection, and commissioning of the product.

It also includes safety instructions and general information about the product.

Information about operation can be found in the operating instructions.

This technical file is intended solely for specially trained and authorized personnel.

1.1 Manufacturer

The product is manufactured by:
Maschinenfabrik Reinhausen GmbH
Falkensteinstraße 8
93059 Regensburg
Tel.: (+49) 9 41/40 90-0
E-mail: sales@reinhausen.com

Further information on the product and copies of this technical file are available from this address if required.

1.2 Completeness

This technical file is incomplete without the supporting documents.

The following documents are considered supporting documents:
- Unpacking instructions
- Supplement
- Routine test report
- Connection diagrams
- Dimensional drawings
- Order confirmation

1.3 Safekeeping

Keep this technical file and all supporting documents ready at hand and accessible for future use at all times.

1.4 Notation conventions

1.4.1 Hazard communication system

Warnings in this technical file are displayed as follows.
1.4.1.1 Warning relating to section

Warnings relating to sections refer to entire chapters or sections, sub-sections or several paragraphs within this technical file. Warnings relating to sections use the following format:

⚠️ WARNING

**Type of danger!**
Source of the danger and outcome.
► Action
► Action

1.4.1.2 Embedded warning information

Embedded warnings refer to a particular part within a section. These warnings apply to smaller units of information than the warnings relating to sections. Embedded warnings use the following format:

⚠️ DANGER!
Instruction for avoiding a dangerous situation.

1.4.1.3 Signal words and pictograms

The following signal words are used:

<table>
<thead>
<tr>
<th>Signal word</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>DANGER</td>
<td>Indicates a hazardous situation which, if not avoided, will result in death or serious injury.</td>
</tr>
<tr>
<td>WARNING</td>
<td>Indicates a hazardous situation which, if not avoided, could result in death or serious injury.</td>
</tr>
<tr>
<td>CAUTION</td>
<td>Indicates a hazardous situation which, if not avoided, could result in minor or moderate injury.</td>
</tr>
<tr>
<td>NOTICE</td>
<td>Indicates measures to be taken to prevent damage to property.</td>
</tr>
</tbody>
</table>

Table 1: Signal words in warning notices
Pictograms warn of dangers:

<table>
<thead>
<tr>
<th>Pictogram</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>!</td>
<td>Warning of a danger point</td>
</tr>
<tr>
<td>!</td>
<td>Warning of dangerous electrical voltage</td>
</tr>
<tr>
<td>!</td>
<td>Warning of combustible substances</td>
</tr>
<tr>
<td>!</td>
<td>Warning of danger of tipping</td>
</tr>
<tr>
<td>!</td>
<td>Warning of danger of crushing</td>
</tr>
</tbody>
</table>

Table 2: Pictograms used in warning notices

1.4.2 Information system

Information is designed to simplify and improve understanding of particular procedures. In this technical file it is laid out as follows:

Important information.

1.4.3 Instruction system

This technical file contains single-step and multi-step instructions.

Single-step instructions

Instructions which consist of only a single process step are structured as follows:
Aim of action
- Requirements (optional).
- Step 1 of 1.
  - Result of step (optional).
  - Result of action (optional).

**Multi-step instructions**

Instructions which consist of several process steps are structured as follows:

Aim of action
- Requirements (optional).
1. Step 1.
   - Result of step (optional).
2. Step 2.
   - Result of step (optional).
   - Result of action (optional).
2 Safety

2.1 Appropriate use

The product is an on-load tap-changer and adjusts the transmission ratio of transformers without interrupting the load flow. The product is designed solely for use in electrical energy systems and facilities. If used as intended and in compliance with the requirements and conditions specified in this technical file as well as the warning notices in this technical file and attached to the product, then the product does not present any danger to people, property or the environment. This applies throughout the service life of the product, from delivery, installation and operation to removal and disposal.

The following is considered intended use:

▪ Use the product only with the transformer/motor-drive unit specified in the order.
▪ The serial numbers of on-load tap-changer and on-load tap-changer accessories (drive, drive shaft, bevel gear, protective relay, etc.) must match if the on-load tap-changer and on-load tap-changer accessories are supplied as a set for one order.
▪ You will find the standard valid for the product and the year of issue on the nameplate.
▪ Operate the product in accordance with this provided technical file, the agreed delivery conditions and technical data.
▪ Ensure that all necessary work is performed by qualified personnel only.
▪ Only use the equipment and special tools included in the scope of delivery for the intended purpose and in accordance with the specifications of this technical document.

Permitted electrical operating conditions

In addition to the design data in accordance with the order confirmation, observe the following limits for the through-current and the step voltage:

In the standard version, the on-load tap-changer is designed for sinusoidal 50/60 Hz alternating current with a curve form symmetrical to the zero axis and can switch 2 times the rated through-current $I_r$ at its rated step voltage $U_{ir}$.
Exceeding the rated step voltage $U_{\text{ir}}$ by up to 10% for a short period is permitted as long as the rated step capacity $P_{\text{StN}}$ permissible for this step voltage is not exceeded.

### 2.2 Inappropriate use

Use is considered inappropriate if the product is used in a way other than as described in the "Appropriate use" section. In addition, observe the following:

**Prohibited electrical operating conditions**

All operating conditions that do not comply with the design data in accordance with the order confirmation are prohibited.

Prohibited operating conditions may arise due to short circuits as well as due to inrush current impulses when energizing transformers or other electrical machines. This applies to the affected transformer itself just as it does to transformers electrically connected in parallel or serially or other electrical machines.

Higher voltages may occur due to transformer overexcitation following load shedding, for example.

Operations outside of the permitted operating conditions can lead to injury to persons and damage to the product.

- Prevent any such operations outside of the permitted operating conditions by taking suitable measures.

### 2.3 Fundamental safety instructions

To prevent accidents, disruptions and damage as well as unacceptable adverse effects on the environment, those responsible for transport, installation, operation, maintenance and disposal of the product or parts of the product must ensure the following:

**Personal protective equipment**

Loosely worn or unsuitable clothing increases the danger of becoming trapped or caught up in rotating parts and the danger of getting caught on protruding parts. This poses a danger to life and limb.

- Wear appropriate personal protective equipment such as a helmet, work gloves, etc. for the respective activity.
- Never wear damaged personal protective equipment.
- Never wear rings, necklaces, or other jewelry.
- If you have long hair, wear a hairnet.
Work area

Untidy and poorly lit work areas can lead to accidents.

▪ Keep the work area clean and tidy.
▪ Make sure that the work area is well lit.
▪ Observe the applicable laws for accident prevention in the relevant country.

Working during operation

The product may only be operated in a sound, operational condition. Otherwise it poses a danger to life and limb.

▪ Regularly check the operational reliability of safety equipment.
▪ Comply with the inspection work, maintenance work and maintenance intervals described in this technical file.

Explosion protection

Highly flammable or explosive gases, vapors and dusts can cause serious explosions and fire. This increases the danger to life and limb.

▪ Do not install, operate or perform maintenance work on the product in areas where a risk of explosion is present.

Safety markings

Warning signs and safety information plates are safety markings on the product. They are an important aspect of the safety concept.

▪ Observe all safety markings on the product.
▪ Make sure all safety markings on the product remain intact and legible.
▪ Replace safety markings that are damaged or missing.

Ambient conditions

To ensure reliable and safe operation, the product must only be operated under the ambient conditions specified in the technical data.

▪ Observe the specified operating conditions and requirements for the installation location.

Auxiliary materials and operating materials

Auxiliary materials and operating materials not approved by the manufacturer can lead to personal injury, damage to property and malfunctions of the product.

▪ Only use insulating fluids [▶ Section 8.1, Page 222] approved by the manufacturer.
▪ Only use conductive and grounded hoses, pipes and pump equipment that are approved for flammable liquids.
2 Safety

- Only use lubricants and auxiliary materials approved by the manufacturer.
- Contact the manufacturer.

**Modifications and conversions**

Unauthorized or inappropriate changes to the product may lead to personal injury, material damage and operational faults.

- Only modify the product after consultation with Maschinenfabrik Reinhausen GmbH.

**Spare parts**

Spare parts not approved by Maschinenfabrik Reinhausen GmbH may lead to physical injury, damage to the product and malfunctions.

- Only use spare parts that have been approved by Maschinenfabrik Reinhausen GmbH.
- Contact Maschinenfabrik Reinhausen GmbH.

### 2.4 Personnel qualification

The person responsible for assembly, commissioning, operation, maintenance and inspection must ensure that the personnel are sufficiently qualified.

**Electrically skilled person**

The electrically skilled person has a technical qualification and therefore has the required knowledge and experience, and is also conversant with the applicable standards and regulations. The electrically skilled person is also proficient in the following:

- Can identify potential dangers independently and is able to avoid them.
- Is able to perform work on electrical systems.
- Is specially trained for the working environment in which (s)he works.
- Must satisfy the requirements of the applicable statutory regulations for accident prevention.

**Electrically trained persons**

An electrically trained person receives instruction and guidance from an electrically skilled person in relation to the tasks undertaken and the potential dangers in the event of inappropriate handling as well as the protective devices and safety measures. The electrically trained person works exclusively under the guidance and supervision of an electrically skilled person.
Operator

The operator uses and operates the product in line with this technical file. The operating company provides the operator with instruction and training on the specific tasks and the associated potential dangers arising from improper handling.

Technical Service

We strongly recommend having maintenance, repairs and retrofitting carried out by our Technical Service department. This ensures that all work is performed correctly. If maintenance is not carried out by our Technical Service department, please ensure that the personnel who carry out the maintenance are trained and authorized by Maschinenfabrik Reinhausen GmbH to carry out the work.

Authorized personnel

Authorized personnel are trained by Maschinenfabrik Reinhausen GmbH to carry out special maintenance.

2.5 Personal protective equipment

Personal protective equipment must be worn during work to minimize risks to health.

- Always wear the personal protective equipment required for the job at hand.
- Never wear damaged personal protective equipment.
- Observe information about personal protective equipment provided in the work area.

<table>
<thead>
<tr>
<th>Protective clothing</th>
<th>Close-fitting work clothing with a low tearing strength, with tight sleeves and with no protruding parts. It mainly serves to protect the wearer against being caught by moving machine parts.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Safety shoes</td>
<td>To protect against falling heavy objects and slipping on slippery surfaces.</td>
</tr>
<tr>
<td>Safety glasses</td>
<td>To protect the eyes from flying parts and splashing liquids.</td>
</tr>
<tr>
<td>Visor</td>
<td>To protect the face from flying parts and splashing liquids or other dangerous substances.</td>
</tr>
<tr>
<td>Hard hat</td>
<td>To protect against falling and flying parts and materials.</td>
</tr>
<tr>
<td>Hearing protection</td>
<td>To protect against hearing damage.</td>
</tr>
<tr>
<td>Protective gloves</td>
<td>To protect against mechanical, thermal, and electrical hazards.</td>
</tr>
</tbody>
</table>

Table 3: Personal protective equipment
3 Product description

3.1 Scope of delivery

The product is packaged with protection against moisture and is usually delivered as follows:

- On-load tap-changer
- Motor-drive unit
- Drive shaft with coupling parts and bevel gear
- Protective device
- Technical files

Please refer to the delivery slip for full details of scope of delivery.

On-load tap-changers can also be provided as an on-load tap-changer set with a common motor-drive unit.

Note the following information:

- Check the shipment for completeness on the basis of the shipping documents.
- Store the parts in a dry place until installation
- The product must remain in its airtight, protective wrapping and may only be removed immediately before installation

You will find more information in the "Packaging, transport, and storage" [⇒ Section 4, Page 34] chapter.

3.2 On-load tap-changer

3.2.1 Function description

On-load tap-changers are used to adjust the transmission ratio of transformers without interrupting the load flow. This makes it possible to compensate for aspects such as fluctuations in voltage occurring in the power transmission grid. For this purpose, on-load tap-changers are fitted in transformers and connected to the active part of the transformer.

A motor-drive unit which receives a control impulse (e.g. from a voltage regulator) changes the operating position of the on-load tap-changer, as a result of which the transformer's transmission ratio is adapted to the prevailing operating requirements.
3.2.2 Setup/versions

The following drawing shows the main components of the on-load tap-changer.

You will find a detailed drawing of the on-load tap-changer in the "Drawings [► Section 9, Page 229]" section.
### 3.2.2.1 Pipe connections

The on-load tap-changer head features 4 pipe connections for different purposes.
Depending on the order, some or all of these pipe connections are fitted with pipe bends ex factory. All pipe bends without terminal box for the tap-change supervisory control can be freely swiveled once the pressure ring is loosened.

Figure 3: Pipe connections with pipe bends

**Pipe connection Q**

The pipe connection Q is closed with a blank cover. Depending on the on-load tap-changer type, either the connection cables of the tap-change supervisory device delivered as an option are routed through the pipe connection, or the oil filter unit is connected to the pipe connection.

The functions of the R and Q pipe connections can be interchanged.

**Pipe connection S**

The pipe bend on pipe connection S features a vent screw and can be connected to a pipe that ends with a drain valve on the side of the transformer tank at operating height. If the on-load tap-changer is fitted with an oil suction pipe, the on-load tap-changer can be completely emptied via pipe connection S.

**Pipe connection R**

Pipe connection R is intended for attachment of the protective relay and connection of the on-load tap-changer oil conservator and can be interchanged with pipe connection Q.

**Pipe connection E2**

Pipe connection E2 is sealed off with a blank cover. It leads into the oil tank of the transformer, directly under the on-load tap-changer head and can be connected to a collective pipe for the Buchholz relay, if necessary. This pipe connection serves a further purpose, namely to equalize the pressure be-
between the transformer tank and oil compartment of the on-load tap-changer, which is necessary for drying, filling with insulating fluid and transportation of the transformer.

3.2.3 Nameplate and serial number

The nameplate with serial number is on the on-load tap-changer head cover.

Figure 4: Nameplate

3.2.4 Protective devices

The on-load tap-changer is equipped with the following protective devices.

3.2.4.1 Protective relay

3.2.4.1.1 Function description

The protective relay is looped into the circuit breaker tripping circuit. It is tripped when the specified speed of flow from the on-load tap-changer head to the oil conservator is exceeded due to a fault. The flowing insulating fluid actuates the flap valve which tips over into position OFF. The contact in the dry-reed magnetic switch is thereby actuated, the circuit breakers are tripped, and the transformer is de-energized.

The protective relay is a component of an on-load tap-changer filled with insulating fluid and its properties conform to the respective applicable version of IEC publication 60214-1.

Diverter switch operations at rated switching capacity or at permissible overload will not cause the protective relay to trip.

The protective relay responds to flow, not to gas accumulated in the protective relay. It is not necessary to bleed the protective relay when filling the transformer with insulating fluid. Gas accumulation in the protective relay is normal.
3 Product description

3.2.4.1.2 Design/versions

Front view

Figure 5: Protective relay RS 2001

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Inspection window</td>
</tr>
<tr>
<td>2</td>
<td>Pressure equalization element</td>
</tr>
</tbody>
</table>

Rear view

Figure 6: Protective relay RS 2001

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dummy plug</td>
</tr>
<tr>
<td>2</td>
<td>Nameplate</td>
</tr>
</tbody>
</table>

The protective relay RS 2001/R has an extra inspection window on the rear.
The protective relays RS 2003 and RS 2004 have a 1/2"-14NPT adapter in place of the cable gland.
3.2.4.1.3 Nameplate

The nameplate is on the back of the protective relay.

Figure 8: Nameplate

3.2.4.2 Pressure monitoring device DW

3.2.4.2.1 Function description

The DW 2000 pressure monitoring device protects the on-load tap-changer from impermissible pressure increases, contributing to the safety of the transformer. The pressure monitoring device is installed on the outside of the on-load tap-changer and is tripped by impermissible static and dynamic pressures in the on-load tap-changer oil compartment.

The pressure monitoring device uses a concept where a corrugated tube acts as a barometer together with a spring providing counter force. This assembly is mechanically linked to the sensor on the snap-action switch.

The pressure increase activates the sensor on the snap-action switch, which flips into the OFF position. This triggers the circuit breaker and de-energizes the transformer. The sensor on the snap-action switch has to be reset to the initial position by hand after tripping.

Low-energy interference does not cause the pressure monitoring device to trip since the required tripping pressure is not reached. The tripping pressure is set at the factory and prevented from being changed.

The pressure monitoring device responds to large pressure increases faster than the protective relay. The protective relay is part of the standard MR protection system and comes as standard.

Additional use of a pressure monitoring device also requires installation of the provided protective relay.

The features and characteristics of the pressure monitoring device comply with the respective applicable version of IEC publication 60214-1.
Diverter switch operations at the rated switching capacity or permitted overload do not cause the pressure-operated relay to trip.

The pressure-operated relay responds to a pressure change and not to gas accumulation under the pressure-operated relay. Gas accumulation under the pressure-operated relay is normal.

3.2.4.2.2 Design/versions

There are two variants of the pressure monitoring device:
- DW 2000 for vertical installation
- DW 2000 for horizontal installation

The housing and the cover cap of the pressure monitoring device consist of lightweight, corrosion-resistant metal.

![Figure 9: Snap-action switch and pressure measuring element](image)

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Snap-action switch</td>
<td>Pressure measuring element</td>
</tr>
</tbody>
</table>
### 3.2.4.3 Rupture disk

The rupture disk is a pressure relief device without signaling contact in accordance with IEC 60214-1 and is located in the on-load tap-changer head cover.

The rupture disk responds to a defined overpressure in the oil compartment of the on-load tap-changer.

### 3.2.4.4 Pressure relief device MPreC®

On request, MR will supply a pre-fitted MPreC® pressure relief device in place of the rupture disk. This device responds to a defined overpressure in the oil compartment of the on-load tap-changer.

The on-load tap-changer therefore meets the requirements of IEC 60214-1 regarding pressure relief devices.

### 3.2.4.5 Tap-change supervisory device

The tap-change supervisory device monitors both the drive shaft between on-load tap-changer(s) and motor-drive unit and the correct switching of the diverter switch.
3.2.4.6 Temperature monitoring

The temperature monitoring system monitors the temperature of the insulating fluid in the oil compartment of the on-load tap-changer.
3.3 Drive shaft

3.3.1 Function description

The drive shaft is the mechanical connection between the drive and the on-load tap-changer/de-energized tap-changer.

The bevel gear changes the direction from vertical to horizontal.

Accordingly, the vertical drive shaft has to be mounted between drive and bevel gear, and the horizontal drive shaft between bevel gear and on-load tap-changer or de-energized tap-changer.
3.3.2 Design/versions

The drive shaft consists of a square tube and is coupled at each end by two coupling brackets and one coupling bolt to the driving or driven shaft end of the device to be connected.

![Diagram of components of the drive shaft]

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bevel gear</td>
<td>Hose clip</td>
<td>Telescopic protective tube</td>
<td>Coupling bracket</td>
<td>Square tube</td>
<td>Coupling bolt</td>
<td>Adapter ring</td>
<td>Protective cover</td>
</tr>
</tbody>
</table>
3.3.2.1 Drive shaft without cardan joint and without insulator

Figure 12: Drive shaft without cardan joint and without insulator (= standard version)

<table>
<thead>
<tr>
<th>Configuration</th>
<th>V 1 min</th>
<th>Intermediate bearing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Middle of hand crank – middle of bevel gear (maximum permissible axial offset 2°)</td>
<td>536 mm</td>
<td>When the maximum value of 2472 mm is exceeded, it is necessary to use an intermediate bearing.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>V 1 ≤ 2472 mm (without intermediate bearing)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>V 1 &gt; 2472 mm (with intermediate bearing)</td>
</tr>
</tbody>
</table>
3.3.2.2 Drive shaft without cardan joint and with insulator

Figure 13: Drive shaft without cardan joint and with insulator (= special model)

<table>
<thead>
<tr>
<th>Configuration</th>
<th>V 1 min</th>
<th>Intermediate bearing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Middle of hand crank – middle of bevel gear (maximum permissible axial offset 2°)</td>
<td>706 mm</td>
<td>When the maximum value of 2472 mm is exceeded, it is necessary to use an intermediate bearing.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>V 1 ≤ 2472 mm (without intermediate bearing)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>V 1 &gt; 2472 mm (with intermediate bearing)</td>
</tr>
</tbody>
</table>
3.3.2.3 Drive shaft with cardan joints, without insulator

Figure 14: Drive shaft with cardan joints, without insulator (= special model)

<table>
<thead>
<tr>
<th>Configuration</th>
<th>V 1 min [mm]</th>
<th>Intermediate bearing for [mm]</th>
</tr>
</thead>
<tbody>
<tr>
<td>Middle of hand crank – middle of bevel gear (maximum permissible axial offset 20°)</td>
<td>798</td>
<td>V 1 &gt; 2564</td>
</tr>
</tbody>
</table>
3.3.2.4 Drive shaft with cardan joints, with insulator

Figure 15: Drive shaft with cardan joints, with insulator (= special model)

<table>
<thead>
<tr>
<th>Configuration</th>
<th>V 1 min [mm]</th>
<th>Intermediate bearing for [mm]</th>
</tr>
</thead>
<tbody>
<tr>
<td>Middle of hand crank – middle of bevel gear (maximum permissible axial offset 20°)</td>
<td>978</td>
<td>V 1 &gt; 2772</td>
</tr>
</tbody>
</table>
3.4 OF 100 Oil Filter Unit

The purpose of the OF 100 oil filter unit is to clean the on-load tap-changer's insulating fluid with the paper filter insert and to clean and dry the fluid with the combined filter insert.

For on-load tap-changers where the number of tap-change operations per year is higher than 15,000, we recommend the use of the OF 100 oil filter unit with paper filter insert. This can extend the intervals between maintenance.

For more information, consult the MR operating instructions "OF 100 oil filter unit".
4 Packaging, transport and storage

4.1 Packaging

The products are sometimes supplied with sealed packaging and sometimes in a dry state, depending on requirements.

Sealed packaging surrounds the packaged goods with plastic foil on all sides.

Products that have also been dried are identified by a yellow label on the sealed packaging. In the dry state, delivery is also possible in a transport container.

The information in the following sections should be applied as appropriate.

4.1.1 Suitability

**NOTICE**

Property damage due to incorrectly stacked crates!

Stacking the crates incorrectly can lead to damage to the packaged goods.

► The outer marking on the packaging states if, for example, the on-load tap-changer or selector has been packed upright. Never stack these crates.

► General rule: Do not stack crates above a height of 1.5 m.

► For other crates: Only stack up to 2 equally sized crates on top of one another.

The packaging is suitable to ensure undamaged and fully functional means of transportation in compliance with local transportation laws and regulations.

The packaged goods are packed in a sturdy crate. This crate ensures that, when in the intended transportation position, the packaged goods are stabilized to prevent impermissible changes in position, and that none of the parts touch the loading surface of the means of transport or touch the ground after unloading.

Sealed packaging surrounds the packaged goods with plastic foil on all sides. The packaged goods are protected from humidity using a desiccant. The plastic foil was bonded after the desiccant is added.
4 Packaging, transport and storage

4.1.2 Markings

The packaging bears a signature with instructions for safe transport and correct storage. The following symbols apply to the shipment of non-hazardous goods. Adherence to these symbols is mandatory.

<table>
<thead>
<tr>
<th>Symbol</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Protect against moisture</td>
<td>Top</td>
</tr>
<tr>
<td>Fragile</td>
<td>Attach lifting gear here</td>
</tr>
<tr>
<td>Center of mass</td>
<td></td>
</tr>
</tbody>
</table>

Table 4: Shipping pictograms
4.2 Transportation, receipt and handling of shipments

**Danger of death or severe injury!**

Danger of death or serious injuries due to tipping or falling load.

► Only transport the crate when closed.
► Do not remove the securing material used in the crate during transport.
► If the product is delivered on a pallet, secure it sufficiently.
► Only trained and authorized persons may select the sling gear and secure the load.
► Do not walk under the suspended load.
► Use means of transport and lifting gear with a sufficient carrying capacity in accordance with the weight stated on the delivery slip.

In addition to oscillation stress, jolts must also be expected during transportation. In order to prevent possible damage, avoid dropping, tipping, knocking over and colliding with the product.

If a crate tips over, falls from a certain height (e.g. when slings tear) or is subject to an unbroken fall, damage must be expected regardless of the weight.

Every delivered shipment must be checked for the following by the recipient before acceptance (acknowledgment of receipt):

- Completeness based on the delivery slip
- External damage of any type

The checks must take place after unloading when the crate or transport container can be accessed from all sides.

**Visible damage**

If external transport damage is found upon receipt of the shipment, proceed as follows:

- Immediately record the identified transport damage in the shipping documents and have this countersigned by the carrier.
- In the event of severe damage, total loss or high damage costs, immediately notify the manufacturer and the relevant insurance company.
- After identifying damage, do not modify the condition of the shipment further and retain the packaging material until an inspection decision has been made by the transport company or the insurance company.
- Record the details of the damage immediately on site together with the carrier involved. This is essential for any claim for damages.
- Photograph damage to packaging and packaged goods. This also applies to signs of corrosion on the packaged goods due to moisture inside the packaging (rain, snow, condensation).

**NOTICE!** Damage to packaged goods due to damaged sealed packaging. If the product is delivered in sealed packaging, check the sealed packaging immediately. If the sealed packaging is damaged, do not under
any circumstances install or commission the packaged goods. Either re-
dry the dried packaged goods as per the operating instructions, or contact
the manufacturer to agree on how to proceed.

- Identify the damaged parts.

**Hidden damage** When damages are not determined until unpacking after receipt of the ship-
ment (hidden damage), proceed as follows:

- Make the party responsible for the damage liable as soon as possible by
telephone and in writing, and prepare a damage report.
- Observe the time periods applicable to such actions in the respective
country. Inquire about these in good time.

With hidden damage, it is very hard to make the transportation company (or
other responsible party) liable. Any insurance claims for such damages can
only be successful if relevant provisions are expressly included in the insur-
ance terms and conditions.

### 4.3 Storage of shipments

**Packaged goods dried by Maschinenfabrik Reinhausen**

Upon receipt of the shipment, immediately remove the packaged goods
dried by Maschinenfabrik Reinhausen from the sealed packaging and store
air-tight in dry insulating fluid until used if the packaged goods were not sup-
plied in insulating fluid.

**Non-dried packaged goods**

Non-dried packaged goods but with a functional sealed packaging can be
stored outdoors when the following conditions are complied with.

When selecting and setting up the storage location, ensure the following:

- Protect stored goods against moisture (flooding, water from melting snow
  and ice), dirt, pests such as rats, mice, termites and so on, and against
  unauthorized access.
- Store the crates on timber beams and planks as a protection against ris-
ing damp and for better ventilation.
- Ensure sufficient carrying capacity of the ground.
- Keep entrance paths free.
- Check stored goods at regular intervals. Also take appropriate action after
  storms, heavy rain or snow and so on.

Protect the packaging foil from direct sunlight so that it does not disintegrate
under the influence of UV rays, which would cause the packaging to lose its
sealing function.
If the product is installed more than 6 months after delivery, suitable measures must be taken without delay. The following measures can be used:

- Correctly regenerate the drying agent and restore the sealed packaging.
- Unpack the packed goods and store in a suitable storage space (well ventilated, as dust-free as possible, humidity < 50% where possible).

4.4 Unpacking shipments and checking for transportation damages

- **NOTICE!** Damage to packaged goods due to ineffectively sealed packaging. Transport the packaged crate to the place where the packaged goods are to be installed. Do not open the sealed packaging until just before installation.

- **WARNING!** Serious injuries and damage to the packaged goods due to the packaged goods tipping out. Place the packaged goods in an upright crate and protect it from tipping out.

- Unpack the packaged goods and check the condition.
- Check the completeness of the accessories kit using the delivery slip.
5 Mounting

WARNING

Risk of crushing!

When the on-load tap-changer undertakes a tap-change operation, components – some of which are freely accessible – move on the selector, change-over selector, and potential connection unit. Reaching into the selector, change-over selector, or potential connection unit during a tap-change operation may result in serious injuries.

► Keep at a safe distance of at least 1 m during tap-change operations.
► Do not reach into the selector, change-over selector, or potential connection unit during tap-change operations.
► Do not switch the on-load tap-changer during work on the selector, change-over selector, or potential connection unit.

5.1 Preparatory work

Perform the work stated below before installing the on-load tap-changer in the transformer.

5.1.1 Fitting mounting flange on transformer cover

A mounting flange is required for fitting the on-load tap-changer head on the transformer cover. This can be supplied as an option or can be produced by the customer. Mounting flanges made by the customer must comply with the installation drawings in the appendix.

► NOTICE! Fit mounting flange on transformer cover (pressure tight). Ensure that the sealing face makes complete contact and is not damaged.
5.1.2 Fitting stud bolts on mounting flange

To attach the stud bolts to the mounting flange, use a tracing template. This can be provided upon request free of charge for the initial installation of the on-load tap-changer.

1. Place tracing template on mounting flange and use the four markings to align.

2. Fit stud bolts on mounting flange.

Figure 17: Tracing template, stud bolts
5.2 Installing the on-load tap-changer in the transformer (standard version)

5.2.1 Fastening on-load tap-changer to transformer cover

1. **CAUTION!** An unstably positioned on-load tap-changer may tip, resulting in serious injuries or damage. Place on-load tap-changer on a level surface and secure it against tipping.

2. Remove red-colored packaging material and transport material from oil compartment.

3. **NOTICE!** Unsuitable gaskets may lead to oil escaping and therefore to damage to the on-load tap-changer. Place a gasket suitable for the insulating fluid on the mounting flange. Clean the sealing surfaces on the mounting flange and on-load tap-changer head.

---

Figure 18: Sealing surfaces, gasket
4. The connecting leads on an on-load tap-changer with potential connection unit or with 3W/2W/3G change-over selector must be removed to enable the on-load tap-changer to fit through the transformer cover opening.

Figure 19: Connecting leads
5. **NOTICE!** Lowering the on-load tap-changer without due care can result in the on-load tap-changer colliding with the transformer cover and becoming damaged. Lift the on-load tap-changer by hooking up the on-load tap-changer head and carefully lower vertically into the cover opening of the transformer.

![Figure 20: Lowering on-load tap-changer](image)

6. Check that the on-load tap-changer head is mounted in the position specified by the design.
7. Screw the on-load tap-changer head to the mounting flange.

Figure 21: Screwing the on-load tap-changer head to the mounting flange

8. The connecting leads on an on-load tap-changer with potential connection unit or with 3W/2W/3G change-over selector must be reconnected.

Figure 22: Connecting leads

5.2.2 Connecting the tap winding and on-load tap-changer take-off lead

**NOTICE**

**Damage to the on-load tap-changer!**

Connecting leads that place mechanical strain on the on-load tap-changer will damage the on-load tap-changer.

- Establish connections carefully.
- Do not twist connection contacts.
- Connect connecting leads without warping or deforming.
- If necessary, use an expansion loop for connecting leads.
- Fit screening caps provided to screw connections.
The tap winding and on-load tap-changer take-off lead must be connected in accordance with the connection diagram included with the delivery.

### 5.2.2.1 Tap selector connection contacts

The tap selector connection contacts are provided with horizontal through-holes for M8 screws.

1. Fasten the tap-winding connecting leads to the tap selector in accordance with the connection diagram provided. The cable shoes and fastening materials are not included in the scope of delivery.

2. Take suitable measures to ensure that each screw connection cannot come loose or settle (e.g. by using clamping washers). Be sure to attach the screening caps as shown in the illustration if these are included in the delivery scope.

3. Close the screening caps and make sure they are seated correctly. The screw head and nut must be fully covered.

---

### 5.2.2.2 Change-over selector connection contacts for reversing change-over selector connection

**NOTICE**

Damage to the on-load tap-changer!

Tap-winding connecting leads situated too closely to the change-over selector's moving parts block the change-over selector and therefore result in damage to the on-load tap-changer.

- Tap-winding connecting leads in the area of the change-over selector have to be routed such that they are at a sufficient distance from the change-over selector's moving parts.
The (+) and (-) change-over selector connection contacts are designed as connecting lugs with through-holes for M8 screws for reversing change-over selector connection.

Connection contact K is designed as an extended tap selector connection contact (also with through-hole for M8 screws).

---

Figure 24: Change-over selector connection contacts for reversing change-over selector connection

Figure 25: Swivel range for reversing change-over selector connection
5.2.2.3 Change-over selector connection contacts for coarse change-over selector connection

**NOTICE**

Damage to the on-load tap-changer!

Tap-winding connecting leads situated too closely to the change-over selector's moving parts block the change-over selector and therefore result in damage to the on-load tap-changer.

- Tap-winding connecting leads in the area of the change-over selector have to be routed such that they are at a sufficient distance from the change-over selector's moving parts.

With coarse tap selector connection, the (+) and (-) change-over selector connection contacts are secured to the respective laminated paper bars of the coarse change-over selector. Their external appearance is identical to the tap selector contacts (through-hole for M8 screws, always in horizontal position).

![Figure 26: Change-over selector connection contacts for coarse tap selector connection](image)
5.2.2.4 Connecting on-load tap-changer take-off lead

5.2.2.4.1 Take-off lead connection directly on oil compartment

Applies to the following types: OILTAP® MS III 300 Y

To connect the on-load tap-changer take-off lead, proceed as follows:

1. Connect on-load tap-changer take-off lead with take-off lead connection on oil compartment (through-hole for M10). The cable shoe and fastening materials are not included in the scope of delivery.

2. **NOTICE!** Selector take-off leads in the vicinity of the change-over selector (reversing change-over selector or coarse change-over selector) must be placed so as to allow sufficient clearance to the movable parts of the change-over selector. Otherwise there is a risk of the change-over selector blocking.
3. Take suitable measures to ensure the screw connection cannot come loose or settle (e.g. by using clamping washers).

5.2.2.4.2 Take-off lead connection with connecting ring

Applies to the following types: OILTAP® MS I 301 and OILTAP® MS II 302

There are through-holes 12.5 mm in diameter at three points on the oil compartment's connecting ring.

To connect the on-load tap-changer take-off lead, proceed as follows:

1. Connect the on-load tap-changer take-off lead to the take-off ring using a cable shoe and screw. The cable shoe and fastening materials are not included in the scope of delivery.

2. Pay attention to the screw length. A minimum distance of 2 mm must be maintained between screw and oil compartment.
3. Take suitable measures to ensure the screw connection cannot come loose or settle (e.g. by using clamping washers).

5.2.3 Performing transformer ratio test before drying

**NOTICE**

**Damage to the on-load tap-changer!**

Damage to the on-load tap-changer due to transformer ratio test being incorrectly performed.

- Do not perform more than 250 tap-change operations on the on-load tap-changer. If more than 250 tap-change operations are to be performed, completely fill the oil compartment with insulating fluid and lubricate sliding surfaces of contacts on the selector and selector gear with insulating fluid.

- Only switch the on-load tap-changer from one operating position to the next via the upper gear unit. You can use a short tube (diameter 25 mm) with screwed-in coupling bolt (diameter 12 mm) with a hand wheel or crank for this, for example. When using a drill, do not exceed a maximum speed of 250 rpm.

- Always check the operating position reached through the inspection window in the on-load tap-changer head cover. Never overshoot the end positions, which are indicated in the connection diagram supplied with the delivery.

- For multiple-column applications with a shared drive, link all on-load tap-changer heads to one another using the horizontal drive shaft parts.

When actuating the change-over selector, a higher torque is required.

1. Switch the on-load tap-changer into the desired operating position. The diverter switch operation can be heard distinctly.

2. **NOTICE!** An incomplete tap-change operation may damage the on-load tap-changer. After operating the diverter switch, continue to crank the drive shaft of the upper gear unit for 2.5 revolutions in the same direction in order to correctly complete the tap-change operation.

3. Perform the transformer ratio test.
4. Repeat the transformer ratio test in all operating positions.
5. Switch the on-load tap-changer into adjustment position (see the accompanying connection diagram for the on-load tap-changer).

After the transformer ratio test, open the kerosene drain plug in the oil compartment if the on-load tap-changer is to be dried with kerosene in the transformer tank. After drying, the diverter switch insert must be removed, the kerosene drain plug in the oil compartment closed and the diverter switch insert refitted.

### 5.2.4 Performing DC resistance measurement on transformer

The measured DC current is normally restricted to 10% of the rated current of the measured transformer winding in order to prevent the winding from overheating.

Perform the DC resistance measurement in various on-load tap-changer operating positions. You need to distinguish here whether the measured current is interrupted when changing operating position or not.

<table>
<thead>
<tr>
<th>Status of oil compartment</th>
<th>Without interruption in measured current</th>
<th>With interruption (measured current = 0 A before change of operating position)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oil compartment empty</td>
<td>Maximum 10 A DC</td>
<td>Maximum 50 A DC</td>
</tr>
<tr>
<td>Oil compartment filled with insulating fluid</td>
<td>Maximum 50 A DC</td>
<td>Maximum 50 A DC</td>
</tr>
</tbody>
</table>

Table 5: Maximum permitted measured currents when performing DC resistance measurement on transformer

### 5.2.5 Drying on-load tap-changer in autoclave

**NOTICE**

**Damage to the on-load tap-changer!**

Moisture in the oil compartment reduces the dielectric strength of the insulating fluid and thus leads to damage to the on-load tap-changer.

► Within 10 hours of drying, seal off oil compartment with on-load tap-changer head cover.

Dry on-load tap-changer in accordance with the following instructions to ensure the dielectric values assured by MR for the on-load tap-changer.

If drying in an autoclave, the following methods are possible:

- Vacuum drying
- Vapor-phase drying

As an alternative to drying the on-load tap-changer in an autoclave, it can also be dried in the transformer tank.
5.2.5.1 Vacuum-drying in the autoclave

If you wish to perform another transformer ratio test after drying, proceed as described in the section "Performing transformer ratio test following drying" [► Section 5.2.8, Page 74].

5.2.5.1.1 Moving on-load tap-changer to adjustment position

► Move the on-load tap-changer to the adjustment position. The adjustment position is indicated in the on-load tap-changer connection diagram included in delivery.

5.2.5.1.2 Removing on-load tap-changer head cover

**WARNING**

Danger of explosion!

Explosive gases under the on-load tap-changer head cover can deflagrate or explode and result in severe injury or death.

► Ensure that there are no ignition sources such as open flames, hot surfaces or sparks (e.g. caused by the build-up of static charge) in the immediate surroundings and that none occur.

► De-energize all auxiliary circuits (for example tap-change supervisory device, pressure relief device, pressure monitoring device) before removing the on-load tap-changer head cover.

► Do not operate any electrical devices during the work (e.g. risk of sparks from impact wrench).

**NOTICE**

Damage to the on-load tap-changer!

Small parts in the oil compartment may block the diverter switch insert, thereby damaging the on-load tap-changer.

► Ensure that parts do not fall into the oil compartment.

► Check that all small parts are accounted for.
5 Mounting

1. Ensure that the inspection window is sealed off with the cover.
2. Remove the screws and washers from the on-load tap-changer head cover.

![Figure 32: On-load tap-changer head cover](image)

3. Remove on-load tap-changer head cover.

![Figure 33: On-load tap-changer head cover](image)

5.2.5.1.3 Drying the on-load tap-changer

**NOTICE**

**Damage to the on-load tap-changer head cover and on-load tap-changer accessories.**

Both the on-load tap-changer head cover and the on-load tap-changer accessories will become damaged if they are dried.

- Never dry the on-load tap-changer head cover or the following accessories: motor-drive unit, drive shaft, protective relay, pressure monitoring device, pressure relief device, bevel gear, temperature sensor, oil filter unit.

1. Heat up the on-load tap-changer in air at atmospheric pressure with a temperature increase of approximately 10 °C/h to a final temperature of maximum 110 °C.
2. Pre-dry the on-load tap-changer in circulating air at a maximum temperature of 110 °C for a period of at least 20 hours.
5. Mounting

3. Vacuum-dry on-load tap-changer at between 105 °C and maximum 125 °C for at least 50 hours.

4. Residual pressure of no more than $10^{-3}$ bar.

### 5.2.5.1.4 Securing on-load tap-changer head cover

**NOTICE**

**Damage to the on-load tap-changer!**

A missing or damaged o-ring as well as unclean sealing surfaces lead to insulating fluid escaping and therefore to damage to the on-load tap-changer.

- Ensure that the o-ring is positioned untwisted in the on-load tap-changer head cover.
- Ensure that the o-ring does not become damaged when mounting the cover.
- Ensure that the sealing surfaces on the on-load tap-changer head cover and on-load tap-changer head are clean.

1. Check that the feather key is securely positioned in the adapter shaft. Where necessary, use Vaseline to secure the feather key against falling out.

Figure 34: Feather key
2. Position the on-load tap-changer head cover on the on-load tap-changer head in such a way that the red triangular markings on the on-load tap-changer head and the on-load tap-changer head cover are aligned.

![Triangular markings and o-ring](image)

Figure 35: Triangular markings and o-ring

3. Screw the on-load tap-changer head cover onto the on-load tap-changer head.

![On-load tap-changer head cover](image)

Figure 36: On-load tap-changer head cover

5.2.5.2 Vapor-phase drying in the autoclave

If you wish to perform another transformer ratio test after drying, proceed as described in the section "Performing transformer ratio test following drying" [►Section 5.2.8, Page 74].

5.2.5.2.1 Moving on-load tap-changer to adjustment position

► Move the on-load tap-changer to the adjustment position. The adjustment position is indicated in the on-load tap-changer connection diagram included in delivery.
### 5.2.5.2.2 Removing on-load tap-changer head cover

#### WARNING

Explosive gases under the on-load tap-changer head cover can deflagrate or explode and result in severe injury or death.

- Ensure that there are no ignition sources such as open flames, hot surfaces or sparks (e.g. caused by the build-up of static charge) in the immediate surroundings and that none occur.
- De-energize all auxiliary circuits (for example tap-change supervisory device, pressure relief device, pressure monitoring device) before removing the on-load tap-changer head cover.
- Do not operate any electrical devices during the work (e.g. risk of sparks from impact wrench).

#### NOTICE

Small parts in the oil compartment may block the diverter switch insert, thereby damaging the on-load tap-changer.

- Ensure that parts do not fall into the oil compartment.
- Check that all small parts are accounted for.

1. Ensure that the inspection window is sealed off with the cover.
2. Remove the screws and washers from the on-load tap-changer head cover.

![Figure 37: On-load tap-changer head cover](image)
3. Remove on-load tap-changer head cover.

![Figure 38: On-load tap-changer head cover](image)

### 5.2.5.2.3 Opening kerosene drain plug

> **NOTICE!** Never remove the kerosene drain plug completely. Only unscrew the kerosene drain plug between the oil compartment base and selector gear clockwise until it starts to become hard to open.

![Figure 39: Kerosene drain plug](image)

### 5.2.5.2.4 Drying the on-load tap-changer

**NOTICE**

**Damage to the on-load tap-changer head cover and on-load tap-changer accessories.**

Both the on-load tap-changer head cover and the on-load tap-changer accessories will become damaged if they are dried.

> Never dry the on-load tap-changer head cover or the following accessories: motor-drive unit, drive shaft, protective relay, pressure monitoring device, pressure relief device, bevel gear, temperature sensor, oil filter unit.
1. Supply kerosene vapor at a temperature of around 90°C. Keep this temperature constant for 3 to 4 hours.

2. Increase the kerosene vapor temperature by approx. 10°C/hour to the desired final temperature of max. 125°C at the on-load tap-changer.

3. Vacuum-dry on-load tap-changer at between 105°C and maximum 125°C for at least 50 hours.

4. Residual pressure of no more than 10⁻³ bar.

5.2.5.2.5 Closing kerosene drain plug

► **NOTICE!** An open kerosene drain plug leads to insulating fluid escaping from the oil compartment and therefore to damage to the on-load tap-changer. Close kerosene drain plug (tightening torque 20 Nm).

5.2.5.2.6 Securing on-load tap-changer head cover

**NOTICE**

**Damage to the on-load tap-changer!**

A missing or damaged o-ring as well as unclean sealing surfaces lead to insulating fluid escaping and therefore to damage to the on-load tap-changer.

► Ensure that the o-ring is positioned untwisted in the on-load tap-changer head cover.

► Ensure that the o-ring does not become damaged when mounting the cover.

► Ensure that the sealing surfaces on the on-load tap-changer head cover and on-load tap-changer head are clean.

1. Check that the feather key is securely positioned in the adapter shaft. Where necessary, use Vaseline to secure the feather key against falling out.

Figure 40: Feather key
2. Position the on-load tap-changer head cover on the on-load tap-changer head in such a way that the red triangular markings on the on-load tap-changer head and the on-load tap-changer head cover are aligned.

![Figure 41: Triangular markings and o-ring](image)

3. Screw the on-load tap-changer head cover onto the on-load tap-changer head.

![Figure 42: On-load tap-changer head cover](image)

### 5.2.6 Drying on-load tap-changer in transformer tank

Dry on-load tap-changer in accordance with the following instructions to ensure the dielectric values assured by MR on the on-load tap-changer.

If you want to dry the on-load tap-changer in the transformer tank, fully assemble the transformer first and then undertake drying.

If drying in the transformer tank, the following methods are possible:

- Vacuum-drying
- Vapor-phase drying

As an alternative to drying the on-load tap-changer in the transformer tank, it can also be dried in an autoclave.
5.2.6.1 Vacuum-drying in the transformer tank

The on-load tap-changer head cover remains closed during the entire drying process.

1. Establish a connecting lead between either connections E2 and Q or connections E2 and R on the on-load tap-changer head.
2. Seal off unused pipe connections with a suitable blank cover.

Vacuum-drying in the transformer tank

1. Heat up the on-load tap-changer in air at atmospheric pressure with a temperature increase of approximately 10 °C/h to a final temperature of maximum 110 °C.
2. Pre-dry the on-load tap-changer in circulating air at a maximum temperature of 110 °C for a period of at least 20 hours.
3. Vacuum-dry on-load tap-changer at between 105 °C and maximum 125 °C for at least 50 hours.
4. Residual pressure of no more than $10^{-3}$ bar.

If you wish to perform another transformer ratio test after drying, proceed as described in the section "Performing transformer ratio test following drying" [Section 5.2.8, Page 74].

5.2.6.2 Vapor-phase drying in the transformer tank

For vapor-phase drying in the transformer tank, you have to open the kerosene drain plug before drying so that the kerosene condensate can drain from the oil compartment.

The kerosene drain plug is located in the oil compartment base and is not generally accessible from the outside. For this reason, you first have to remove the diverter switch insert, open the kerosene drain plug, and then install the diverter switch insert again. After the drying process, you have to remove the diverter switch insert again to close the kerosene drain plug.
If you have already opened the kerosene drain plug in the transformer for vapor-phase drying in the transformer tank when installing the on-load tap-changer, you can start the drying operation directly.

5.2.6.2.1 Removing diverter switch insert

5.2.6.2.1.1 Moving on-load tap-changer to adjustment position

Move the on-load tap-changer to the adjustment position. The adjustment position is indicated in the on-load tap-changer connection diagram included in delivery.

5.2.6.2.1.2 Removing on-load tap-changer head cover

**WARNING**

Danger of explosion!

Explosive gases under the on-load tap-changer head cover can deflagrate or explode and result in severe injury or death.

- Ensure that there are no ignition sources such as open flames, hot surfaces or sparks (e.g. caused by the build-up of static charge) in the immediate surroundings and that none occur.
- De-energize all auxiliary circuits (for example tap-change supervisory device, pressure relief device, pressure monitoring device) before removing the on-load tap-changer head cover.
- Do not operate any electrical devices during the work (e.g. risk of sparks from impact wrench).

**NOTICE**

Damage to the on-load tap-changer!

Small parts in the oil compartment may block the diverter switch insert, thereby damaging the on-load tap-changer.

- Ensure that parts do not fall into the oil compartment.
- Check that all small parts are accounted for.
1. Ensure that the inspection window is sealed off with the cover.
2. Remove the screws and washers from the on-load tap-changer head cover.

![Figure 44: On-load tap-changer head cover](image)

3. Remove on-load tap-changer head cover.

![Figure 45: On-load tap-changer head cover](image)

### 5.2.6.2.1.3 Removing the tap position indicator

- Pull the spring clip off the shaft end and remove the tap position indicator disk.

![Figure 46: Tap position indicator disk](image)
5.2.6.2.1.4 Disconnecting the plug connector of the tap-change supervisory control

**DANGER**

Electric shock!

If supply voltage is applied to the tap-change supervisory device, this can result in electric shock.

- Disconnect the tap-change supervisory device from the supply voltage and secure it to prevent it from being switched back on again.

**NOTICE**

Damage to the tap-change supervisory device!

Disconnecting the tap-change supervisory device without due care may damage it, thereby resulting in damage to the on-load tap-changer.

- Disconnect the tap-change supervisory device with care in order not to damage or rip out the connecting leads.

1. Lift plug connector and leads out of bracket and retaining clamps.

![Figure 47: Lifting out plug connector](image)

2. Disconnect the plug connector.

![Figure 48: Disconnecting plug connector](image)
3. Put part B of plug connector back in bracket.

Figure 49: Placing part B of plug connector in bracket

4. Swivel part A of plug connector out of on-load tap-changer head in direction indicated by arrow until it is between the pipe connections and the cable cannot be damaged when pulling out the diverter switch insert.

Figure 50: Swiveling out part A of plug connector

5.2.6.2.1.5 Lifting out diverter switch insert

1. Remove bolts and locking elements on carrier plate of diverter switch insert.

Figure 51: Carrier plate of diverter switch insert
2. Insert lifting gear in the brackets provided on the diverter switch insert carrier plate and position vertically above the diverter switch insert.

Figure 52: Brackets on carrier plate

3. Lift out diverter switch insert slowly and vertically.

Figure 53: Lifting out diverter switch insert

4. **CAUTION!** An unstably positioned diverter switch insert may tip, resulting in injuries and property damage. Place the diverter switch insert on a level surface and secure it against tipping.

5.2.6.2.2 Opening kerosene drain plug

► **NOTICE!** Never remove the kerosene drain plug completely. Unscrew kerosene drain plug with extended socket wrench counter-clockwise until it starts to become hard to open.
5.2.6.2.3 Inserting diverter switch insert

5.2.6.2.3.1 Inserting diverter switch insert

1. To fit diverter switch insert, ensure that selector coupling and indication gear are in the adjustment position.
2. Insert lifting gear in the brackets provided on the diverter switch insert carrier plate and position vertically above the diverter switch insert.

Figure 56: Brackets on carrier plate

3. Align diverter switch insert such that the red triangles at the top of the energy accumulator and on the on-load tap-changer head are opposite one another.

Figure 57: Aligning diverter switch insert
4. By turning the coupling tube, align it in such a manner that the red triangles on the coupling tube and carrier plate match up.

5. Slowly lower diverter switch insert.

5.2.6.2.3.2 Connecting plug connector of the tap-change supervisory device

1. Lift part B of plug connector out of bracket.

![Figure 60: Part B of plug connector](image)

2. Connecting plug connector

![Figure 61: Connecting plug connector](image)

3. Place plug connector in bracket, secure leads on both sides of plug connector in retaining clamps.

![Figure 62: Placing plug connector in bracket](image)
5.2.6.3.3 Inserting the tap position indicator

Due to the coupling pin, the tap position indicator disk can only be installed when in the correct position.

▷ Place tap position indicator disk on indicator drive shaft, slide spring clip on to shaft end.

Figure 63: Tap position indicator disk

5.2.6.3.4 Securing on-load tap-changer head cover

NOTICE

Damage to the on-load tap-changer!

A missing or damaged o-ring as well as unclean sealing surfaces lead to insulating fluid escaping and therefore to damage to the on-load tap-changer.

▷ Ensure that the o-ring is positioned untwisted in the on-load tap-changer head cover.

▷ Ensure that the o-ring does not become damaged when mounting the cover.

▷ Ensure that the sealing surfaces on the on-load tap-changer head cover and on-load tap-changer head are clean.
5 Mounting

1. Check that the feather key is securely positioned in the adapter shaft. Where necessary, use Vaseline to secure the feather key against falling out.

2. Position the on-load tap-changer head cover on the on-load tap-changer head in such a way that the red triangular markings on the on-load tap-changer head and the on-load tap-changer head cover are aligned.

3. Screw the on-load tap-changer head cover onto the on-load tap-changer head.
5.2.6.2.4 Drying the on-load tap-changer

1. Connect pipe connections R and Q of on-load tap-changer head to the kerosene vapor lead using one shared lead.

2. Seal off unused pipe connections with a suitable blank cover.

![Figure 67: Shared lead](image)

Vapor-phase drying in the transformer tank

1. Supply kerosene vapor at a temperature of around 90°C. Keep this temperature constant for 3 to 4 hours.

2. Increase the kerosene vapor temperature by approx. 10°C/hour to the desired final temperature of max. 125°C at the on-load tap-changer.

3. Vacuum-dry on-load tap-changer at between 105°C and maximum 125°C for at least 50 hours.

4. Residual pressure of no more than $10^{-3}$ bar.

5.2.6.2.5 Closing kerosene drain plug

**NOTICE**

Damage to the on-load tap-changer!

Moisture in the oil compartment reduces the dielectric strength of the insulating fluid and thus leads to damage to the on-load tap-changer.

- Within 10 hours of drying, seal off oil compartment with on-load tap-changer head cover.

1. Remove [Section 5.2.6.2.1, Page 61] the diverter switch insert.

2. **NOTICE!** An open kerosene drain plug leads to insulating fluid escaping from the oil compartment and therefore to damage to the on-load tap-changer. Close kerosene drain plug by turning clockwise with extended socket wrench (tightening torque 20 Nm).

3. Insert [Section 5.2.6.2.3, Page 66] the diverter switch insert.

If you wish to perform another transformer ratio test after drying, proceed as described in the section "Performing transformer ratio test following drying" [Section 5.2.8, Page 74].
5.2.7 Filling the oil compartment of the on-load tap-changer with insulating fluid

**NOTICE**

**Damage to the on-load tap-changer!**

Unsuitable insulating fluids cause damage to the on-load tap-changer.

► Only use insulating fluids [► Section 8.1, Page 222] approved by the manufacturer.

After drying, completely fill the oil compartment (diverter switch insert fitted) with insulating fluid again as soon as possible so that an impermissible amount of humidity is not absorbed from the surroundings.

1. Establish a connecting lead between pipe connection E2 and one of the pipe connections R, S or Q to ensure equal pressure in the oil compartment and transformer during evacuation.

![Figure 68: Connecting lead between E2 and Q](image)

Figure 68: Connecting lead between E2 and Q
2. Fill on-load tap-changer with new insulating fluid using one of the two free pipe connections of the on-load tap-changer head.

Figure 69: Pipe connections S and R

5.2.8 Performing transformer ratio test after drying

**NOTICE**

**Damage to the on-load tap-changer!**

Damage to the on-load tap-changer due to transformer ratio test being incorrectly performed.

- Ensure that the selector / de-energized tap changer is fully immersed in the insulating fluid and that the oil compartment of the on-load tap-changer is completely filled with insulating fluid.
- Only switch the on-load tap-changer from one operating position to the next via the upper gear unit. You can use a short tube (diameter 25 mm) with screwed-in coupling bolt (diameter 12 mm) with a hand wheel or crank for this, for example. When using a drill, do not exceed a maximum speed of 250 rpm.
- Always check the operating position reached through the inspection window in the on-load tap-changer head cover. Never overshoot the end positions, which are indicated in the connection diagram supplied with the delivery.
- For multiple-column applications with a shared drive, link all on-load tap-changer heads to one another using the horizontal drive shaft part.
When actuating the change-over selector, a higher torque is required.

1. Switch the on-load tap-changer into the desired operating position. The diverter switch operation can be heard distinctly.

2. **NOTICE!** An incomplete tap-change operation may damage the on-load tap-changer. After operating the diverter switch, continue to crank the drive shaft of the upper gear unit for 2.5 revolutions in the same direction in order to correctly complete the tap-change operation.

3. Perform the transformer ratio test.

4. Repeat the transformer ratio test in all operating positions.

5. Switch the on-load tap-changer into adjustment position (see the accompanying connection diagram for the on-load tap-changer).
5.3 Installing on-load tap-changer in transformer (bell-type tank version)

5.3.1 Inserting on-load tap-changer into supporting structure

1. **NOTICE!** Tensile forces can lead to damage and malfunctions on the on-load tap-changer. Using spacers, insert the on-load tap-changer vertically into the supporting structure (maximum 1° deviation from the vertical) so that the on-load tap-changer reaches its final installation height and only has to be raised a maximum of 5...20 mm once the tap winding and the on-load tap-changer take-off lead have been connected and the bell-type tank fitted.

![Figure 70: On-load tap-changer with spacers in supporting structure](image)

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Supporting flange</td>
</tr>
<tr>
<td>2</td>
<td>Spacer</td>
</tr>
<tr>
<td>3</td>
<td>Supporting structure</td>
</tr>
</tbody>
</table>

2. Remove red supports on selector base (if present).

3. Temporarily fasten on-load tap-changer to supporting structure. The supporting flange has through holes for this purpose.

![Figure 71: Fastening the on-load tap-changer](image)
5.3.2 Connecting the tap winding and on-load tap-changer take-off lead

**NOTICE**

**Damage to the on-load tap-changer!**

Connecting leads that place mechanical strain on the on-load tap-changer will damage the on-load tap-changer.

► Establish connections carefully.
► Do not twist connection contacts.
► Connect connecting leads without warping or deforming.
► If necessary, use an expansion loop for connecting leads.
► Fit screening caps provided to screw connections.

The tap winding and on-load tap-changer take-off lead must be connected in accordance with the connection diagram included with the delivery.

5.3.2.1 Tap selector connection contacts

The tap selector connection contacts are provided with horizontal through-holes for M8 screws.

1. Fasten the tap-winding connecting leads to the tap selector in accordance with the connection diagram provided. The cable shoes and fastening materials are not included in the scope of delivery.

2. Take suitable measures to ensure that each screw connection cannot come loose or settle (e.g. by using clamping washers). Be sure to attach the screening caps as shown in the illustration if these are included in the delivery scope.

3. Close the screening caps and make sure they are seated correctly. The screw head and nut must be fully covered.

---

Figure 72: Tap selector connection contacts
5.3.2.2 Change-over selector connection contacts for reversing change-over selector connection

**NOTICE**

**Damage to the on-load tap-changer!**

Tap-winding connecting leads situated too closely to the change-over selector's moving parts block the change-over selector and therefore result in damage to the on-load tap-changer.

► Tap-winding connecting leads in the area of the change-over selector have to be routed such that they are at a sufficient distance from the change-over selector's moving parts.

The (+) and (-) change-over selector connection contacts are designed as connecting lugs with through-holes for M8 screws for reversing change-over selector connection.

Connection contact K is designed as an extended tap selector connection contact (also with through-hole for M8 screws).

![Figure 73: Change-over selector connection contacts for reversing change-over selector connection](image-url)
5.3.2.3 Change-over selector connection contacts for coarse change-over selector connection

**NOTICE**

**Damage to the on-load tap-changer!**

Tap-winding connecting leads situated too closely to the change-over selector's moving parts block the change-over selector and therefore result in damage to the on-load tap-changer.

- Tap-winding connecting leads in the area of the change-over selector have to be routed such that they are at a sufficient distance from the change-over selector's moving parts.
With coarse tap selector connection, the (+) and (-) change-over selector connection contacts are secured to the respective laminated paper bars of the coarse change-over selector. Their external appearance is identical to the tap selector contacts (through-hole for M8 screws, always in horizontal position).

**Figure 75: Change-over selector connection contacts for coarse tap selector connection**

**Figure 76: Swivel range for coarse tap selector connection**

### 5.3.2.4 Connecting on-load tap-changer take-off lead

#### 5.3.2.4.1 Take-off lead connection directly on oil compartment

Applies to the following types: OILTAP® MS III 300 Y
To connect the on-load tap-changer take-off lead, proceed as follows:

1. Connect on-load tap-changer take-off lead with take-off lead connection on oil compartment (through-hole for M10). The cable shoe and fastening materials are not included in the scope of delivery.

2. **NOTICE!** Selector take-off leads in the vicinity of the change-over selector (reversing change-over selector or coarse change-over selector) must be placed so as to allow sufficient clearance to the movable parts of the change-over selector. Otherwise there is a risk of the change-over selector blocking.

3. Take suitable measures to ensure the screw connection cannot come loose or settle (e.g. by using clamping washers).

### 5.3.2.4.2 Take-off lead connection with connecting ring

Applies to the following types: OILTAP® MS I 301 and OILTAP® MS II 302

There are through-holes 12.5 mm in diameter at three points on the oil compartment's connecting ring.
To connect the on-load tap-changer take-off lead, proceed as follows:

1. Connect the on-load tap-changer take-off lead to the take-off ring using a cable shoe and screw. The cable shoe and fastening materials are not included in the scope of delivery.

2. Pay attention to the screw length. A minimum distance of 2 mm must be maintained between screw and oil compartment.

3. Take suitable measures to ensure the screw connection cannot come loose or settle (e.g. by using clamping washers).
5.3.3 Performing transformer ratio test before drying

**NOTICE**

Damage to the on-load tap-changer!

Damage to the on-load tap-changer due to transformer ratio test being incorrectly performed.

► Do not perform more than 250 tap-change operations on the on-load tap-changer. If more than 250 tap-change operations are to be performed, completely fill the oil compartment with insulating fluid and lubricate sliding surfaces of contacts on the selector and selector gear with insulating fluid.

► Only switch the on-load tap-changer from one operating position to the next via the upper gear unit. You can use a short tube (diameter 25 mm) with screwed-in coupling bolt (diameter 12 mm) with a hand wheel or crank for this, for example. When using a drill, do not exceed a maximum speed of 250 rpm.

► Always check the operating position reached through the inspection window in the on-load tap-changer head cover. Never overshoot the end positions, which are indicated in the connection diagram supplied with the delivery.

► For multiple-column applications with a shared drive, link all on-load tap-changer heads to one another using the horizontal drive shaft parts.

---

When actuating the change-over selector, a higher torque is required.

1. Switch the on-load tap-changer into the desired operating position. The diverter switch operation can be heard distinctly.

2. **NOTICE!** An incomplete tap-change operation may damage the on-load tap-changer. After operating the diverter switch, continue to crank the drive shaft of the upper gear unit for 2.5 revolutions in the same direction in order to correctly complete the tap-change operation.

3. Perform the transformer ratio test.

4. Repeat the transformer ratio test in all operating positions.

5. Switch the on-load tap-changer into adjustment position (see the accompanying connection diagram for the on-load tap-changer).

After the transformer ratio test, open the kerosene drain plug in the oil compartment if the on-load tap-changer is to be dried with kerosene in the transformer tank. After drying, the diverter switch insert must be removed, the kerosene drain plug in the oil compartment closed and the diverter switch insert refitted.
5.3.4 Performing DC resistance measurement on transformer

The measured DC current is normally restricted to 10% of the rated current of the measured transformer winding in order to prevent the winding from overheating.

Perform the DC resistance measurement in various on-load tap-changer operating positions. You need to distinguish here whether the measured current is interrupted when changing operating position or not.

<table>
<thead>
<tr>
<th>Status of oil compartment</th>
<th>Without interruption in measured current</th>
<th>With interruption (measured current = 0 A before change of operating position)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oil compartment empty</td>
<td>Maximum 10 A DC</td>
<td>Maximum 50 A DC</td>
</tr>
<tr>
<td>Oil compartment filled with insulating fluid</td>
<td>Maximum 50 A DC</td>
<td>Maximum 50 A DC</td>
</tr>
</tbody>
</table>

Table 6: Maximum permitted measured currents when performing DC resistance measurement on transformer

5.3.5 Drying on-load tap-changer in autoclave

**NOTICE**

Damage to the on-load tap-changer!

Moisture in the oil compartment reduces the dielectric strength of the insulating fluid and thus leads to damage to the on-load tap-changer.

► Within 10 hours of drying, seal off oil compartment with on-load tap-changer head cover.

Dry on-load tap-changer in accordance with the following instructions to ensure the dielectric values assured by MR for the on-load tap-changer.

If drying in an autoclave, the following methods are possible:

▪ Vacuum drying
▪ Vapor-phase drying

As an alternative to drying the on-load tap-changer in an autoclave, it can also be dried in the transformer tank.

5.3.5.1 Vacuum-drying in the autoclave

If you wish to perform another transformer ratio test after drying, proceed as described in the section "Performing transformer ratio test following drying" [► Section 5.3.10, Page 125].
5.3.5.1.1 Moving on-load tap-changer to adjustment position

► Move the on-load tap-changer to the adjustment position. The adjustment position is indicated in the on-load tap-changer connection diagram included in delivery.

5.3.5.1.2 Removing on-load tap-changer head cover

**WARNING**

Danger of explosion!
Explosive gases under the on-load tap-changer head cover can deflagrate or explode and result in severe injury or death.

► Ensure that there are no ignition sources such as open flames, hot surfaces or sparks (e.g. caused by the build-up of static charge) in the immediate surroundings and that none occur.

► De-energize all auxiliary circuits (for example tap-change supervisory device, pressure relief device, pressure monitoring device) before removing the on-load tap-changer head cover.

► Do not operate any electrical devices during the work (e.g. risk of sparks from impact wrench).

**NOTICE**

Damage to the on-load tap-changer!
Small parts in the oil compartment may block the diverter switch insert, thereby damaging the on-load tap-changer.

► Ensure that parts do not fall into the oil compartment.

► Check that all small parts are accounted for.

1. Ensure that the inspection window is sealed off with the cover.

2. Remove the screws and washers from the on-load tap-changer head cover.

![Figure 81: On-load tap-changer head cover](image)
3. Remove on-load tap-changer head cover.

### 5.3.5.1.3 Drying the on-load tap-changer

**NOTICE**

**Damage to the on-load tap-changer head cover and on-load tap-changer accessories.**

Both the on-load tap-changer head cover and the on-load tap-changer accessories will become damaged if they are dried.

- Never dry the on-load tap-changer head cover or the following accessories: motor-drive unit, drive shaft, protective relay, pressure monitoring device, pressure relief device, bevel gear, temperature sensor, oil filter unit.

1. Heat up the on-load tap-changer in air at atmospheric pressure with a temperature increase of approximately 10 °C/h to a final temperature of maximum 110 °C.
2. Pre-dry the on-load tap-changer in circulating air at a maximum temperature of 110 °C for a period of at least 20 hours.
3. Vacuum-dry on-load tap-changer at between 105 °C and maximum 125 °C for at least 50 hours.
4. Residual pressure of no more than $10^{-3}$ bar.

### 5.3.5.1.4 Securing on-load tap-changer head cover

**NOTICE**

**Damage to the on-load tap-changer!**

A missing or damaged o-ring as well as unclean sealing surfaces lead to insulating fluid escaping and therefore to damage to the on-load tap-changer.

- Ensure that the o-ring is positioned untwisted in the on-load tap-changer head cover.
- Ensure that the o-ring does not become damaged when mounting the cover.
- Ensure that the sealing surfaces on the on-load tap-changer head cover and on-load tap-changer head are clean.
1. Check that the feather key is securely positioned in the adapter shaft. Where necessary, use Vaseline to secure the feather key against falling out.

Figure 83: Feather key

2. Position the on-load tap-changer head cover on the on-load tap-changer head in such a way that the red triangular markings on the on-load tap-changer head and the on-load tap-changer head cover are aligned.

Figure 84: Triangular markings and o-ring

3. Screw the on-load tap-changer head cover onto the on-load tap-changer head.

Figure 85: On-load tap-changer head cover
5.3.5.2  Vapor-phase drying in the autoclave

If you wish to perform another transformer ratio test after drying, proceed as described in the section "Performing transformer ratio test following drying" [► Section 5.3.10, Page 125].

5.3.5.2.1  Moving on-load tap-changer to adjustment position

► Move the on-load tap-changer to the adjustment position. The adjustment position is indicated in the on-load tap-changer connection diagram included in delivery.

5.3.5.2.2  Removing on-load tap-changer head cover

⚠️ WARNING

Danger of explosion!

Explosive gases under the on-load tap-changer head cover can deflagrate or explode and result in severe injury or death.

► Ensure that there are no ignition sources such as open flames, hot surfaces or sparks (e.g. caused by the build-up of static charge) in the immediate surroundings and that none occur.

► De-energize all auxiliary circuits (for example tap-change supervisory device, pressure relief device, pressure monitoring device) before removing the on-load tap-changer head cover.

► Do not operate any electrical devices during the work (e.g. risk of sparks from impact wrench).

⚠️ NOTICE

Damage to the on-load tap-changer!

Small parts in the oil compartment may block the diverter switch insert, thereby damaging the on-load tap-changer.

► Ensure that parts do not fall into the oil compartment.

► Check that all small parts are accounted for.
1. Ensure that the inspection window is sealed off with the cover.
2. Remove the screws and washers from the on-load tap-changer head cover.

3. Remove on-load tap-changer head cover.

5.3.5.2.3 Opening kerosene drain plug

**NOTICE!** Never remove the kerosene drain plug completely. Only unscrew the kerosene drain plug between the oil compartment base and selector gear clockwise until it starts to become hard to open.
5.3.5.2.4 Drying the on-load tap-changer

**NOTICE**

Damage to the on-load tap-changer head cover and on-load tap-changer accessories.

Both the on-load tap-changer head cover and the on-load tap-changer accessories will become damaged if they are dried.

► Never dry the on-load tap-changer head cover or the following accessories: motor-drive unit, drive shaft, protective relay, pressure monitoring device, pressure relief device, bevel gear, temperature sensor, oil filter unit.

1. Supply kerosene vapor at a temperature of around 90°C. Keep this temperature constant for 3 to 4 hours.
2. Increase the kerosene vapor temperature by approx. 10°C/hour to the desired final temperature of max. 125°C at the on-load tap-changer.
3. Vacuum-dry on-load tap-changer at between 105°C and maximum 125°C for at least 50 hours.
4. Residual pressure of no more than $10^{-3}$ bar.

5.3.5.2.5 Closing kerosene drain plug

► **NOTICE!** An open kerosene drain plug leads to insulating fluid escaping from the oil compartment and therefore to damage to the on-load tap-changer. Close kerosene drain plug (tightening torque 20 Nm).
5 Mounting

5.3.5.2.6 Securing on-load tap-changer head cover

**NOTICE**

**Damage to the on-load tap-changer!**

A missing or damaged o-ring as well as unclean sealing surfaces lead to insulating fluid escaping and therefore to damage to the on-load tap-changer.

► Ensure that the o-ring is positioned untwisted in the on-load tap-changer head cover.

► Ensure that the o-ring does not become damaged when mounting the cover.

► Ensure that the sealing surfaces on the on-load tap-changer head cover and on-load tap-changer head are clean.

1. Check that the feather key is securely positioned in the adapter shaft. Where necessary, use Vaseline to secure the feather key against falling out.

![Figure 89: Feather key](image)

2. Position the on-load tap-changer head cover on the on-load tap-changer head in such a way that the red triangular markings on the on-load tap-changer head and the on-load tap-changer head cover are aligned.

![Figure 90: Triangular markings and o-ring](image)
3. Screw the on-load tap-changer head cover onto the on-load tap-changer head.

Figure 91: On-load tap-changer head cover

5.3.6 Lifting top part of on-load tap-changer head off supporting flange (bottom part)

5.3.6.1 Removing on-load tap-changer head cover

**WARNING**
Danger of explosion!
Explosive gases under the on-load tap-changer head cover can deflagrate or explode and result in severe injury or death.

► Ensure that there are no ignition sources such as open flames, hot surfaces or sparks (e.g. caused by the build-up of static charge) in the immediate surroundings and that none occur.

► De-energize all auxiliary circuits (for example tap-change supervisory device, pressure relief device, pressure monitoring device) before removing the on-load tap-changer head cover.

► Do not operate any electrical devices during the work (e.g. risk of sparks from impact wrench).

**NOTICE**
Damage to the on-load tap-changer!
Small parts in the oil compartment may block the diverter switch insert, thereby damaging the on-load tap-changer.

► Ensure that parts do not fall into the oil compartment.

► Check that all small parts are accounted for.
5 Mounting

1. Ensure that the inspection window is sealed off with the cover.
2. Remove temporary fastening and spacers and slowly lower the on-load tap-changer.

Figure 92: Temporary fasteners and spacers

3. Remove the screws and washers from the on-load tap-changer head cover.

Figure 93: On-load tap-changer head cover

4. Remove on-load tap-changer head cover.

Figure 94: On-load tap-changer head cover
5.3.6.2 Removing the tap position indicator

► Pull the spring clip off the shaft end and remove the tap position indicator disk.

![Figure 95: Tap position indicator disk](image)

5.3.6.3 Disconnecting the plug connector of the tap-change supervisory control

**DANGER**

Electric shock!

If supply voltage is applied to the tap-change supervisory device, this can result in electric shock.

► Disconnect the tap-change supervisory device from the supply voltage and secure it to prevent it from being switched back on again.

**NOTICE**

Damage to the tap-change supervisory device!

Disconnecting the tap-change supervisory device without due care may damage it, thereby resulting in damage to the on-load tap-changer.

► Disconnect the tap-change supervisory device with care in order not to damage or rip out the connecting leads.

1. Lift plug connector and leads out of bracket and retaining clamps.

![Figure 96: Lifting out plug connector](image)
2. Disconnect the plug connector.

Figure 97: Disconnecting plug connector

3. Put part B of plug connector back in bracket.

Figure 98: Placing part B of plug connector in bracket

4. Swivel part A of plug connector out of on-load tap-changer head in direction indicated by arrow until it is between the pipe connections and the cable cannot be damaged when pulling out the diverter switch insert.

Figure 99: Swiveling out part A of plug connector
5.3.6.4 Lifting out diverter switch insert

1. Loosen nuts and locking elements on carrier plate of diverter switch insert. **NOTICE!** Make sure that parts do not fall into the oil compartment. Parts in the oil compartment may block the diverter switch insert, thereby damaging the on-load tap-changer and transformer. Check that you have the same number of parts when removing and installing.

![Figure 100: Carrier plate of diverter switch insert](image)

2. Insert lifting gear in the brackets provided on the diverter switch insert carrier plate and position vertically above the diverter switch insert.

![Figure 101: Brackets on carrier plate](image)
3. Lift out diverter switch insert slowly and vertically.

4. **CAUTION!** An unstably positioned diverter switch insert may tip, resulting in injuries and property damage. Place the diverter switch insert on a level surface and secure it against tipping.

### 5.3.6.5 Removing the oil suction pipe

- Pull the connecting piece of the oil suction pipe in the on-load tap-changer head inwards and out. Pay attention to the O-ring.

---

Figure 102: Lifting out diverter switch insert

Figure 103: Oil suction pipe
5.3.6.6 Lifting on-load tap-changer head off supporting flange

1. Remove nuts and safety elements between on-load tap-changer head and supporting flange.

Figure 104: On-load tap-changer head with nuts

2. Lift off the on-load tap-changer head from the supporting flange.

Figure 105: On-load tap-changer head
5.3.7 Attaching the bell-type tank and connecting the on-load tap-changer to the top part of the on-load tap-changer head

5.3.7.1 Attaching bell-type tank

1. Clean sealing surface of supporting flange, place o-ring on supporting flange.

![Figure 106: Supporting flange with o-ring](image1)

2. Lift the bell-type tank over the active part of the transformer.

![Figure 107: Bell-type tank](image2)
5.3.7.2 Positioning top part of on-load tap-changer head on bell-type tank

1. **NOTICE!** Unsuitable gaskets may lead to oil escaping and therefore to damage to the on-load tap-changer. Place a gasket 1 suitable for the insulating fluid used on the mounting flange 2. Clean the sealing surfaces on the mounting flange and on-load tap-changer head.

Figure 108: Mounting flange with gasket
2. Lower and position the top part of the on-load tap-changer head on mounting flange so that the triangular markings, pins and mounting holes on the top part and bottom part of the on-load tap-changer head are aligned.

Figure 109: Markings and fitted bolt
5.3.7.3 Connecting on-load tap-changer to top part of on-load tap-changer head

NOTICE
Incorrectly lifting the on-load tap-changer will damage it!
If the connection screws of the supporting flange are used to lift the on-load tap-changer, the screws may be damaged, which makes it impossible to properly screw the on-load tap-changer and the on-load tap-changer head together!
► Always lift the on-load tap-changer with the specified lifting traverse, and never with the connection screws of the supporting flange.

1. Insert lifting traverse in on-load tap-changer head.

Figure 110: Lifting traverse
2. **NOTICE!** Inaccurate alignment of on-load tap-changer head to supporting flange will damage the on-load tap-changer when it is lifted. Lift on-load tap-changer with lifting traverse and ensure that the triangular markings are aligned and that all supporting flange stud bolts go easily through the mounting holes of the on-load tap-changer head.

![Image of lifting on-load tap-changer](image1)

Figure 111: Lifting on-load tap-changer

3. Screw the top part and bottom part of the on-load tap-changer head together in the area marked in red.

![Image of screwing on-load tap-changer head](image2)

Figure 112: Screwing the on-load tap-changer head onto the supporting flange
4. Remove lifting traverse.

Figure 113: Removing lifting traverse

5. Screw the on-load tap-changer head to the mounting flange.

Figure 114: Screwing the on-load tap-changer head to the mounting flange
5.3.7.4 Inserting oil suction pipe

1. Lightly grease the O-rings of the oil suction pipe.
2. Insert the oil suction pipe into the on-load tap-changer head. Make sure the O-rings are correctly fitted.

Figure 115: Oil suction pipe

5.3.7.5 Inserting diverter switch insert

1. To fit diverter switch insert, ensure that selector coupling and indication gear are in the adjustment position.

Figure 116: Adjustment position
2. Insert lifting gear in the brackets provided on the diverter switch insert carrier plate and position vertically above the diverter switch insert.

![Figure 117: Brackets on carrier plate](image)

Figure 117: Brackets on carrier plate

3. Align diverter switch insert such that the red triangles at the top of the energy accumulator and on the on-load tap-changer head are opposite one another.

![Figure 118: Aligning diverter switch insert](image)

Figure 118: Aligning diverter switch insert
4. By turning the coupling tube, align it in such a manner that the red triangles on the coupling tube and carrier plate match up.

5. Slowly lower diverter switch insert.
6. Ensure correct position of carrier plate in on-load tap-changer head. Area marked red must remain free.
7. Secure carrier plate of diverter switch insert with nuts and locking elements.
5.3.7.6 Connecting plug connector of the tap-change supervisory device

1. Lift part B of plug connector out of bracket.

![Figure 121: Part B of plug connector](image)

2. Connecting plug connector

![Figure 122: Connecting plug connector](image)

3. Place plug connector in bracket, secure leads on both sides of plug connector in retaining clamps.

![Figure 123: Placing plug connector in bracket](image)
5 Mounting

5.3.7.7 Inserting the tap position indicator

Due to the coupling pin, the tap position indicator disk can only be installed when in the correct position.

► Place tap position indicator disk on indicator drive shaft, slide spring clip on to shaft end.

Figure 124: Tap position indicator disk

5.3.7.8 Securing on-load tap-changer head cover

NOTICE

Damage to the on-load tap-changer!

A missing or damaged o-ring as well as unclean sealing surfaces lead to insulating fluid escaping and therefore to damage to the on-load tap-changer.

► Ensure that the o-ring is positioned untwisted in the on-load tap-changer head cover.

► Ensure that the o-ring does not become damaged when mounting the cover.

► Ensure that the sealing surfaces on the on-load tap-changer head cover and on-load tap-changer head are clean.
1. Check that the feather key is securely positioned in the adapter shaft. Where necessary, use Vaseline to secure the feather key against falling out.

Figure 125: Feather key

2. Position the on-load tap-changer head cover on the on-load tap-changer head in such a way that the red triangular markings on the on-load tap-changer head and the on-load tap-changer head cover are aligned.

Figure 126: Triangular markings and o-ring

3. Screw the on-load tap-changer head cover onto the on-load tap-changer head.

Figure 127: On-load tap-changer head cover
5.3.8 **Drying on-load tap-changer in transformer tank**

Dry on-load tap-changer in accordance with the following instructions to ensure the dielectric values assured by MR on the on-load tap-changer.

If you want to dry the on-load tap-changer in the transformer tank, fully assemble the transformer first and then undertake drying.

If drying in the transformer tank, the following methods are possible:
- Vacuum-drying
- Vapor-phase drying

As an alternative to drying the on-load tap-changer in the transformer tank, it can also be dried in an autoclave.

### 5.3.8.1 Vacuum-drying in the transformer tank

The on-load tap-changer head cover remains closed during the entire drying process.

1. Establish a connecting lead between either connections E2 and Q or connections E2 and R on the on-load tap-changer head.
2. Seal off unused pipe connections with a suitable blank cover.

![Figure 128: Connecting lead](image)


**Vacuum-drying in the transformer tank**

1. Heat up the on-load tap-changer in air at atmospheric pressure with a temperature increase of approximately 10 °C/h to a final temperature of maximum 110 °C.
2. Pre-dry the on-load tap-changer in circulating air at a maximum temperature of 110 °C for a period of at least 20 hours.
3. Vacuum-dry on-load tap-changer at between 105 °C and maximum 125 °C for at least 50 hours.
4. Residual pressure of no more than \(10^{-3}\) bar.
If you wish to perform another transformer ratio test after drying, proceed as described in the section "Performing transformer ratio test following drying" [Section 5.3.10, Page 125].

5.3.8.2 Vapor-phase drying in the transformer tank

For vapor-phase drying in the transformer tank, you have to open the kerosene drain plug before drying so that the kerosene condensate can drain from the oil compartment.

The kerosene drain plug is located in the oil compartment base and is not generally accessible from the outside. For this reason, you first have to remove the diverter switch insert, open the kerosene drain plug, and then install the diverter switch insert again. After the drying process, you have to remove the diverter switch insert again to close the kerosene drain plug.

If you have already opened the kerosene drain plug in the transformer for vapor-phase drying in the transformer tank when installing the on-load tap-changer, you can start the drying operation directly.

5.3.8.2.1 Removing diverter switch insert

5.3.8.2.1.1 Moving on-load tap-changer to adjustment position
► Move the on-load tap-changer to the adjustment position. The adjustment position is indicated in the on-load tap-changer connection diagram included in delivery.

5.3.8.2.1.2 Removing on-load tap-changer head cover

**WARNING**
Explosive gases under the on-load tap-changer head cover can deflagrate or explode and result in severe injury or death.
► Ensure that there are no ignition sources such as open flames, hot surfaces or sparks (e.g. caused by the build-up of static charge) in the immediate surroundings and that none occur.
► De-energize all auxiliary circuits (for example tap-change supervisory device, pressure relief device, pressure monitoring device) before removing the on-load tap-changer head cover.
► Do not operate any electrical devices during the work (e.g. risk of sparks from impact wrench).
NOTICE

Damage to the on-load tap-changer!
Small parts in the oil compartment may block the diverter switch insert, thereby damaging the on-load tap-changer.
► Ensure that parts do not fall into the oil compartment.
► Check that all small parts are accounted for.

1. Ensure that the inspection window is sealed off with the cover.
2. Remove the screws and washers from the on-load tap-changer head cover.

Figure 129: On-load tap-changer head cover

3. Remove on-load tap-changer head cover.

Figure 130: On-load tap-changer head cover
5.3.8.2.1.3 Removing the tap position indicator

► Pull the spring clip off the shaft end and remove the tap position indicator disk.

Figure 131: Tap position indicator disk

5.3.8.2.1.4 Disconnecting the plug connector of the tap-change supervisory control

⚠️ DANGER

Electric shock!
If supply voltage is applied to the tap-change supervisory device, this can result in electric shock.

► Disconnect the tap-change supervisory device from the supply voltage and secure it to prevent it from being switched back on again.

⚠️ NOTICE

Damage to the tap-change supervisory device!
Disconnecting the tap-change supervisory device without due care may damage it, thereby resulting in damage to the on-load tap-changer.

► Disconnect the tap-change supervisory device with care in order not to damage or rip out the connecting leads.

1. Lift plug connector and leads out of bracket and retaining clamps.

Figure 132: Lifting out plug connector
5 Mounting

2. Disconnect the plug connector.

![Figure 133: Disconnecting plug connector](image1)

3. Put part B of plug connector back in bracket.

![Figure 134: Placing part B of plug connector in bracket](image2)

4. Swivel part A of plug connector out of on-load tap-changer head in direction indicated by arrow until it is between the pipe connections and the cable cannot be damaged when pulling out the diverter switch insert.

![Figure 135: Swiveling out part A of plug connector](image3)
5.3.8.2.1.5 Lifting out diverter switch insert

1. Remove bolts and locking elements on carrier plate of diverter switch insert.

![Figure 136: Carrier plate of diverter switch insert](image1)

2. Insert lifting gear in the brackets provided on the diverter switch insert carrier plate and position vertically above the diverter switch insert.

![Figure 137: Brackets on carrier plate](image2)
3. Lift out diverter switch insert slowly and vertically.

Figure 138: Lifting out diverter switch insert

4. **CAUTION!** An unstably positioned diverter switch insert may tip, resulting in injuries and property damage. Place the diverter switch insert on a level surface and secure it against tipping.

5.3.8.2.2 **Opening kerosene drain plug**

*NOTICE!* Never remove the kerosene drain plug completely. Unscrew kerosene drain plug with extended socket wrench counter-clockwise until it starts to become hard to open.

Figure 139: Kerosene drain plug
5.3.8.2.3 Inserting diverter switch insert

5.3.8.2.3.1 Inserting diverter switch insert

1. To fit diverter switch insert, ensure that selector coupling and indication gear are in the adjustment position.

![Figure 140: Adjustment position](image1)

2. Insert lifting gear in the brackets provided on the diverter switch insert carrier plate and position vertically above the diverter switch insert.

![Figure 141: Brackets on carrier plate](image2)
3. Align diverter switch insert such that the red triangles at the top of the energy accumulator and on the on-load tap-changer head are opposite one another.

Figure 142: Aligning diverter switch insert

4. By turning the coupling tube, align it in such a manner that the red triangles on the coupling tube and carrier plate match up.

Figure 143: Coupling tube
5. Slowly lower diverter switch insert.

5.3.8.2.3.2 Connecting plug connector of the tap-change supervisory device

1. Lift part B of plug connector out of bracket.

2. Connecting plug connector
5 Mounting

3. Place plug connector in bracket, secure leads on both sides of plug connector in retaining clamps.

![Figure 147: Placing plug connector in bracket](image)

5.3.8.2.3.3 Inserting the tap position indicator

Due to the coupling pin, the tap position indicator disk can only be installed when in the correct position.

| Place tap position indicator disk on indicator drive shaft, slide spring clip on to shaft end. |

![Figure 148: Tap position indicator disk](image)
5.3.8.2.3.4 Securing on-load tap-changer head cover

**NOTICE**

**Damage to the on-load tap-changer!**
A missing or damaged o-ring as well as unclean sealing surfaces lead to insulating fluid escaping and therefore to damage to the on-load tap-changer.

- Ensure that the o-ring is positioned untwisted in the on-load tap-changer head cover.
- Ensure that the o-ring does not become damaged when mounting the cover.
- Ensure that the sealing surfaces on the on-load tap-changer head cover and on-load tap-changer head are clean.

1. Check that the feather key is securely positioned in the adapter shaft. Where necessary, use Vaseline to secure the feather key against falling out.

![Figure 149: Feather key](image)

2. Position the on-load tap-changer head cover on the on-load tap-changer head in such a way that the red triangular markings on the on-load tap-changer head and the on-load tap-changer head cover are aligned.

![Figure 150: Triangular markings and o-ring](image)
3. Screw the on-load tap-changer head cover onto the on-load tap-changer head.

![On-load tap-changer head cover](image1)

**5.3.8.2.4 Drying the on-load tap-changer**

1. Connect pipe connections R and Q of on-load tap-changer head to the kerosene vapor lead using one shared lead.

2. Seal off unused pipe connections with a suitable blank cover.

![Shared lead](image2)

**Vapor-phase drying in the transformer tank**

1. Supply kerosene vapor at a temperature of around 90°C. Keep this temperature constant for 3 to 4 hours.

2. Increase the kerosene vapor temperature by approx. 10°C/hour to the desired final temperature of max. 125°C at the on-load tap-changer.

3. Vacuum-dry on-load tap-changer at between 105°C and maximum 125°C for at least 50 hours.

4. Residual pressure of no more than $10^{-3}$ bar.
5.3.8.2.5 Closing kerosene drain plug

**NOTICE**

**Damage to the on-load tap-changer!**
Moisture in the oil compartment reduces the dielectric strength of the insulating fluid and thus leads to damage to the on-load tap-changer.

- Within 10 hours of drying, seal off oil compartment with on-load tap-changer head cover.

1. Remove [► Section 5.3.8.2.1, Page 112] the diverter switch insert.
2. **NOTICE!** An open kerosene drain plug leads to insulating fluid escaping from the oil compartment and therefore to damage to the on-load tap-changer. Close kerosene drain plug by turning clockwise with extended socket wrench (tightening torque 20 Nm).
3. Insert [► Section 5.3.8.2.3, Page 118] the diverter switch insert.

If you wish to perform another transformer ratio test after drying, proceed as described in the section "Performing transformer ratio test following drying" [► Section 5.3.10, Page 125].

5.3.9 Filling the oil compartment of the on-load tap-changer with insulating fluid

**NOTICE**

**Damage to the on-load tap-changer!**
Unsuitable insulating fluids cause damage to the on-load tap-changer.

- Only use insulating fluids [► Section 8.1, Page 222] approved by the manufacturer.

After drying, completely fill the oil compartment (diverter switch insert fitted) with insulating fluid again as soon as possible so that an impermissible amount of humidity is not absorbed from the surroundings.

1. Establish a connecting lead between pipe connection E2 and one of the pipe connections R, S or Q to ensure equal pressure in the oil compartment and transformer during evacuation.

![Connecting lead between E2 and Q](Figure 153: Connecting lead between E2 and Q)
2. Fill on-load tap-changer with new insulating fluid using one of the two free pipe connections of the on-load tap-changer head.

Figure 154: Pipe connections S and R

5.3.10 Performing transformer ratio test after drying

**NOTICE**

**Damage to the on-load tap-changer!**

Damage to the on-load tap-changer due to transformer ratio test being incorrectly performed.

► Ensure that the selector / de-energized tap changer is fully immersed in the insulating fluid and that the oil compartment of the on-load tap-changer is completely filled with insulating fluid.

► Only switch the on-load tap-changer from one operating position to the next via the upper gear unit. You can use a short tube (diameter 25 mm) with screwed-in coupling bolt (diameter 12 mm) with a hand wheel or crank for this, for example. When using a drill, do not exceed a maximum speed of 250 rpm.

► Always check the operating position reached through the inspection window in the on-load tap-changer head cover. Never overshoot the end positions, which are indicated in the connection diagram supplied with the delivery.

► For multiple-column applications with a shared drive, link all on-load tap-changer heads to one another using the horizontal drive shaft part.
When actuating the change-over selector, a higher torque is required.

1. Switch the on-load tap-changer into the desired operating position. The diverter switch operation can be heard distinctly.
2. **NOTICE!** An incomplete tap-change operation may damage the on-load tap-changer. After operating the diverter switch, continue to crank the drive shaft of the upper gear unit for 2.5 revolutions in the same direction in order to correctly complete the tap-change operation.
3. Perform the transformer ratio test.
4. Repeat the transformer ratio test in all operating positions.
5. Switch the on-load tap-changer into adjustment position (see the accompanying connection diagram for the on-load tap-changer).
5.4 Fitting protective devices and drive components

5.4.1 Connecting the tap-change supervisory device

**DANGER**
Risk of fatal injury due to electrical voltage!
Danger of death due to electrical voltage when assembling and connecting the device.

► De-energize the device and system peripherals and lock them to prevent them from being switched back on.

► Connect monitoring contacts integrated into the on-load tap-changer head (terminal box on pipe connection Q) to the motor-drive unit terminals using a connecting lead as specified in the connection diagram provided.

5.4.2 Installing protective relay in piping and connecting

**WARNING**
Danger of explosion!
Explosive gases in the protective relay can deflagrate or explode and result in severe injury or death.

► Wait 15 minutes after switching off the transformer before beginning further work on the protective relay so that the gases can dissipate.

► Ensure that there are no ignition sources such as naked flames, hot surfaces or sparks (e.g. caused by the build-up of static charge) in the immediate surroundings and that none occur.

► De-energize all auxiliary circuits before beginning work.

► Do not operate any electrical devices during the work (e.g. risk of sparks from impact wrench).

Always perform all transformer tests with the protective relay attached and connected.
5.4.2.1 Checking function of protective relay

Check the function of the protective relay before installing it in piping between on-load tap-changer head and oil conservator. The associated contact positions for checking electrical continuity are shown in the dimensional drawing provided.

1. Loosen the three screws on the terminal box cover and lift off the terminal box cover.

![Figure 155: Terminal box cover](image)

2. Remove the slotted head screw for potential tie-in and remove the terminal box cover with wire.

![Figure 156: Terminal box cover](image)

**NOTICE**

**Damage to protective relay!**

Damage to protective relay resulting from improper operation.

► Never press both test buttons at the same time.
3. Press OFF test button.
   ⇒ Flap valve is inclined. Line marker appears in the middle of the inspection window.

![Figure 157: OFF position](image)

4. Press OPERATION test button.
   ⇒ Flap valve is vertical.

![Figure 158: OPERATION position](image)
5. Position the wire for the terminal box cover and affix using the slotted head screw.

![Terminal box cover](image)

6. Attach the terminal box cover and secure with screws.

![Terminal box cover](image)

### 5.4.2.2 Installing protective relay in piping

Ensure the following for installation and proper function of the protective relay:

1. Ensure that there are no foreign bodies in the piping or in the oil conservator.
2. Install protective relay such that it can be easily accessed for subsequent maintenance work.
3. Install protective relay with good support and free from vibrations.
4. The test buttons must be at the top.
5. The interior diameter of the piping must be at least 25 mm.
6. The magnetic field strength (bushings, busbars etc.) must be < 20 kA/m. Higher field strengths have a negative effect on the function of the protective relay.

7. The piping from the protective relay to the oil conservator must be routed with an inclination of at least 2% (1.2°) to ensure the switching gases can escape freely.

8. The protective relay is intended for a horizontal operating position in close proximity to the on-load tap-changer head. A positive inclination of up to 5° from horizontal is permitted in the direction to the conservator. An inclination of up to 5° from vertical to either side is permitted.

Figure 161: Protective relay installation
9. The reference arrow on the terminal box cover must point toward the on-load tap-changer's oil conservator.

Figure 162: Reference arrow pointing towards the on-load tap-changer's oil conservator
10. Install a stop-cock with a nominal width of at least 25 mm between the protective relay and oil conservator.

![Stop-cock Diagram](image)

Figure 163: Stop-cock

### 5.4.2.3 Making the electrical connections for the protective relay

The protective relay's dry-reed magnetic switching tubes are supplied in the standard version as either NC or NO contacts. Other contact combinations can be supplied as special versions and are shown in the dimensional drawing provided.

**WARNING**

**Risk of death or severe injury!**

Risk of death or severe injury due to improper electrical connection of the protective relay.

- Loop the protective relay into the tripping circuit of the circuit breakers of the transformer to be protected so that the transformer is immediately de-energized by the circuit breakers when the protective relay is tripped.
- Systems which only generate an alarm message are not permitted.
5 Mounting


![Figure 164: Tapped hole](image)

2. Seal open tapped hole with dummy plug.

![Figure 165: Sealed with dummy plug](image)

3. Loosen the three screws on the terminal box cover and lift off the terminal box cover.

![Figure 166: Terminal box cover](image)
5 Mounting

4. Take off the slotted head screw for potential tie-in and remove the terminal box cover with wire.

![Figure 167: Terminal box cover](image)

5. Remove screw for the protective cover and take off the protective cover.

![Figure 168: Protective cover](image)

6. Guide cable through cable gland and into protective relay. Ensure that the cable gland is well connected and sealed.

![Figure 169: Cable bushing](image)
7. Connect the electric cables to the connection terminals in accordance with the connection diagram on the dimensional drawing.

![Figure 170: Electrical cables](image1.png)

8. Connect protective conductor to cylinder head screw.

![Figure 171: Protective conductor](image2.png)
9. Insert the protective cover and secure using the screw.

Figure 172: Protective cover

10. Position the wire for the terminal box cover and affix using the slotted head screw.

Figure 173: Terminal box cover
11. Attach the terminal box cover and secure with screws.

Figure 174: Terminal box cover
5.4.3 Installing and connecting the pressure monitoring device

5.4.3.1 Checking the function of the pressure monitoring device

Check the function of the pressure monitoring device before you install it on the pipe bend or the on-load tap-changer head.

1. Remove the cover cap.
2. Activate the snap-action switch.

Sensor is in the OFF position above the snap-action switch.

![Diagram showing the OFF position of the sensor and the snap-action switch.]

Figure 175: OFF position

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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Snap-action switch</td>
</tr>
<tr>
<td>2</td>
<td>Sensor in the OFF position</td>
</tr>
</tbody>
</table>
3. Activate the snap-action switch again.
   Sensor is in the OPERATION position below the snap-action switch.

![Figure 176: OPERATION position](image)

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Snap-action switch</td>
</tr>
<tr>
<td>2</td>
<td>Sensor in the OPERATION position</td>
</tr>
</tbody>
</table>

4. Secure the cover cap.
Always check the position of the sensor!

5.4.3.2 **Installing the pressure monitoring device**

The pressure monitoring device can be installed in 2 variants.

- Fastening on the on-load tap-changer head (vertical installation)
- Fastening onto the pipe bend (horizontal installation)

It is installed via the holes on the mounting ring. A mounting seal has to be installed under the pressure monitoring device during installation.

During fastening, ensure that the ventilation is on top.

Ensure that there is sufficient space above the pressure monitoring device to remove the cover cap.
5.4.3.3 Making the electrical connections for the pressure monitoring device

**⚠️ DANGER**

Risk of fatal injury due to electrical voltage!
Danger of death due to electrical voltage when assembling and connecting the device.
- De-energize the device and system peripherals and lock them to prevent them from being switched back on.

**⚠️ WARNING**

Danger of death or severe injury!
Risk of severe injury or death due to improper electrical connection of the pressure monitoring device.
- Loop the pressure monitoring device into the tripping circuit of the circuit breakers of the transformer to be protected so that the transformer is immediately de-energized by the circuit breakers when the pressure monitoring device is tripped.
- Circuits which only generate an alarm message are not permitted.

1. Remove the cover cap.
2. Insert Use the tapped hole for routing leads for this.
3. Connect the leads to the terminals of the snap-action switch.
   - The snap-action switch is designed as a normally open and normally closed switch; it flips after being triggered and can be reset.
4. Connect all of the electrical leads and the protective conductor.
   - Either 1 or 2 leads can be connected per terminal for the lead connection (Ø 0.75…2.5 mm²).
5. Secure the cover cap.
6. Ensure the fixing screw is positioned correctly, see also dimensional drawing supplied.

5.4.4 Fitting motor-drive unit

- Fit motor-drive unit to transformer as described in relevant MR operating instructions for motor-drive unit.

5.4.5 Fitting drive shaft

Observe the following during mounting:

**Resistance to corrosion of components**

The square tubes, coupling brackets, coupling bolts, screws, and locking washers are corrosion-resistant. We therefore recommend not applying the same external coating to these parts as to the transformer tank.
Cutting square tubes, telescopic protective tubes, and protective cover

The square tubes, the telescopic protective tube and the protective cover are supplied over-length (graded standard lengths). You must cut these parts to the required size before mounting on the transformer. In rare cases, you also have to cut the inner tube of the telescopic protective tube to the desired length. The maximum permitted total drive shaft length of the drive - last column = 15 m.

<table>
<thead>
<tr>
<th>Standard lengths</th>
<th>Motor-drive unit</th>
<th>Manual drive</th>
</tr>
</thead>
<tbody>
<tr>
<td>400</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>600</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>900</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>1300</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>1700</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>2000</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>2500</td>
<td>Not permitted</td>
<td>*(^1)</td>
</tr>
</tbody>
</table>

Table 7: Graded standard lengths of square tubes

\(^1\) l>2000 only possible for vertical installation without shaft protection! Telescopic protective tubes for manual drives with vertical dimensions V1> 2462 are to be supplied with vertical intermediate bearing, as with the motor-drive unit.
5.4.5.1 Fitting a vertical drive shaft without cardan joint

Permitted axial displacement

Minor axial displacements of the vertical drive shaft are permitted as long as they do not exceed 35 mm per 1000 mm of square tube length (this corresponds to 2°).

Figure 177: Permitted maximum axial displacement of vertical drive shaft without cardan joint
To fit the vertical drive shaft to the drive, proceed as follows:

1. **CAUTION!** Switch off motor protective switch Q1 in the motor-drive unit (position O). If this is not done, the motor-drive unit may be started inadvertently and cause injuries.

2. Fasten the bevel gear to the transformer.

**Figure 178: Bevel gear**
3. Determine dimension A between shaft end of drive and shaft end of bevel gear. Shorten square tube to length of A–9 mm.

Figure 179: Shortening square tube
4. Deburr cut surfaces of square tube.

Figure 180: Deburring cut surfaces
5. Slide the loosely screwed-together coupling part onto square tube until stop is reached.

Figure 181: Slide coupling part onto square tube
6. Insert coupling bolt into shaft end of drive. Grease coupling part, coupling bolt and shaft end (e.g. ISOFLEX TOPAS L32). Slide square tube with coupling part onto shaft end.

Figure 182: Sliding square tube with coupling part onto shaft end

7. Attach square tube to drive.

Figure 183: Attaching square tube to drive
5 Mounting

8. Pivot square tube away from axis.

![Figure 184: Pivoting square tube away from axis](image)

9. When installing inner tube of telescopic protective tube, shorten on the side without slots if necessary. The minimum dimension for overlapping the two protective tubes is 100 mm.
Inner tube must not be deformed and must be deburred in order to slide easily in the outer tube.

Figure 185: Deburring inner tube

<table>
<thead>
<tr>
<th>Dimension A (= distance between shaft end of drive and shaft end of bevel gear)</th>
<th>Inner tube</th>
<th>Outer tube</th>
</tr>
</thead>
<tbody>
<tr>
<td>170 mm...190 mm</td>
<td>Shorten to 200 mm</td>
<td>= 200 mm</td>
</tr>
<tr>
<td>191 mm...1,130 mm</td>
<td>Dimension A + 20 mm</td>
<td>= 200 mm</td>
</tr>
<tr>
<td>1,131 mm...1,598 mm</td>
<td>= 700 mm</td>
<td>= 1,150 mm</td>
</tr>
<tr>
<td>1,599 mm...2,009 mm</td>
<td>= 1,150 mm</td>
<td>= 1,150 mm</td>
</tr>
</tbody>
</table>
10. Slide outer tube over inner tube. When doing so, make sure that the non-slotted side of the inner tube is facing upwards. Slide telescopic protective tube onto square tube. Then slide hose clips over telescopic protective tube.

Figure 186: Sliding on telescopic protective tube
11. Place adapter ring over bearing collar of bevel gear and slide upwards. Insert coupling bolt into shaft end of bevel gear. Pivot square tube back to axis.

Figure 187: Fitting adapter ring and coupling bolt
12. Grease coupling brackets, coupling bolt and shaft end (e.g. ISOFLEX TOPAS L32) and secure square tube with coupling brackets on the bevel gear. Set a unilateral axial clearance of 3 mm between the coupling bolt and upper coupling piece.

![Figure 188: Mounting coupling brackets](image)

13. Attach bottom protective tube (inner tube) with a hose clip to bearing collar of drive. Then slide upper protective tube (outer tube) over adapter ring on bevel gear. Secure upper protective tube to bottom protective tube with hose clip both at top end and at the connection point.
Figure 189: Mounting protective tube
5.4.5.2 Fitting a horizontal drive shaft without cardan joints

Permitted axial displacement

Minor axial displacements of the horizontal drive shaft are permitted as long as they do not exceed 35 mm per 1000 mm of square tube length (this corresponds to 2°).

Figure 190: Permitted maximum axial displacement of horizontal drive shaft without cardan joint

Aligning upper gear unit on the on-load tap-changer head

In order to correctly install the horizontal drive shaft, under certain circumstances you may have to first align the upper gear unit so that the upper gear unit is flush with the bevel gear. With a multi-column on-load tap-changer model, it may also be necessary to align the upper gear units in the individual on-load tap-changer columns with each other in order to couple the on-load tap-changer columns together.
To do so, proceed as follows:

1. **NOTICE!** Damage to the on-load tap-changer due to alignment of the gear unit when the oil compartment is not completely full. Ensure that the oil compartment is filled completely with insulating fluid.

2. Loosen screws and turn pressure ring segments to one side.

3. **NOTICE!** Damage to the on-load tap-changer due to incorrect alignment of the upper gear unit. Align the gear unit so that the horizontal drive shaft is flush with the drive shaft of the gear unit. While aligning the gear unit, turn the unit’s drive shaft so that its output shaft retains its original position.
4. Swivel pressure ring segments back towards the gear unit and tighten the screws. Ensure that the locking washer is between the screw head and the pressure ring segment and that the pressure ring segments are firmly in contact with the gear unit housing.

![Figure 193: Securing the pressure ring segments](image)

**Fitting horizontal drive shaft**

You can turn the temperature sensor if this is necessary for fitting the drive shaft.

To fit the horizontal drive shaft, proceed as follows.

1. Calculate dimension A between the shaft end of the upper gear unit and the shaft end of the bevel gear and shorten the square tube to length A–9 mm.

![Figure 194: Shortening square tube](image)
2. Calculate inside width $B$ between housings of upper gear unit and bevel gear. Cut down the protective cover to $B-2$ mm and deburr the cut edges. Protect protective cover against corrosion with a coat of paint.

Figure 195: Shortening, deburring, and coating protective cover
3. Slide loosely screwed-together coupling part onto square tube until stop is reached.

Figure 196: Sliding coupling part onto square tube
4. Grease coupling bolt, coupling part and shaft end of the bevel gear (e.g. ISOFLEX TOPAS L32) and insert coupling bolt into shaft end. Thread hose clip onto square tube and slide square tube with coupling part onto shaft end.

Figure 197: Sliding square tube with coupling part onto shaft end

5. Secure square tube on bevel gear.

Figure 198: Securing square tube on bevel gear
6. Grease coupling bolt, coupling brackets and shaft end of the upper gear unit (e.g. ISOFLEX TOPAS L32) and insert coupling bolt into shaft end. Secure square tube with coupling brackets on upper gear unit.

Figure 199: Secure square tube on upper gear unit.
7. Attach shortened protective cover to housing lugs on the on-load tap-changer head and bevel gear. Secure each end of protective cover with a hose clip.

Figure 200: Fitting protective cover
8. If using a bearing block or angle gear, attach caps to the protective cover. Drill two holes each with Ø 3.5 mm on the sides of the protective cover using a hand drill with drill bit prior to attaching the caps.

Figure 201: Bearing block caps

Figure 202: Angle gear caps
5.4.5.2.1 On-load tap-changer sets and combinations

For two-column and three-column on-load tap-changer models, the individual on-load tap-changer columns can be driven by a common motor-drive unit or several motor-drive units.

Regardless of the number of on-load tap-changer columns and motor-drive units, all on-load tap-changer columns and motor-drive units must be in the same operating position and must switch simultaneously (does not apply for ABC switching sequence).

To make sure that the on-load tap-changer columns that are driven by a common motor-drive unit switch simultaneously, you must couple these on-load tap-changer columns with horizontal drive shafts via the transformer cover. The offset between these on-load tap-changer columns during switching may be a maximum of 1 tap-change indicator section.

To couple the on-load tap-changer columns, proceed as follows:

**Aligning upper gear unit on the on-load tap-changer head**

In order to correctly install the horizontal drive shaft, under certain circumstances you may have to first align the upper gear unit so that the upper gear unit is flush with the bevel gear. With a multi-column on-load tap-changer model, it may also be necessary to align the upper gear units in the individual on-load tap-changer columns with each other in order to couple the on-load tap-changer columns together.

To do so, proceed as follows:

1. **NOTICE!** Damage to the on-load tap-changer due to alignment of the gear unit when the oil compartment is not completely full. Ensure that the oil compartment is filled completely with insulating fluid.

2. Loosen screws and turn pressure ring segments to one side.

![Figure 203: Pressure ring segments]

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3. **NOTICE!** Damage to the on-load tap-changer due to incorrect alignment of the upper gear unit. Align the gear unit so that the horizontal drive shaft is flush with the drive shaft of the gear unit. While aligning the gear unit, turn the unit’s drive shaft so that its output shaft retains its original position.

![Figure 204: Aligning the gear unit](image)

4. Swivel pressure ring segments back towards the gear unit and tighten the screws. Ensure that the locking washer is between the screw head and the pressure ring segment and that the pressure ring segments are firmly in contact with the gear unit housing.

![Figure 205: Securing the pressure ring segments](image)
Coupling the on-load tap-changer columns together

1. Ensure that all arrows on the drive shaft flange under the stamped serial number point in the same direction. The direction of the arrow indicates the direction of rotation when turning the hand crank of the motor-drive unit clockwise.

2. Switch the on-load tap-changer columns one after another to the next operating position. To do so, turn the shaft end on each gear unit counterclockwise one after another until the on-load tap-changer column switches position.

3. Check that all on-load tap-changer columns are in the same position.
4. Couple the on-load tap-changer columns together via horizontal drive shafts. When doing so, begin with the on-load tap-changer column that is closest to the motor-drive unit.

![Figure 207: Coupling the on-load tap-changer columns](image)

5. **NOTICE!** Damage to the on-load tap-changer columns due to incomplete tap-change operation. After installing all drive shafts, crank the drive shaft of the gear unit through a further 2.5 revolutions counter-clockwise to complete the tap-change operation fully.

6. Switch the on-load tap-changer columns to the adjustment position by turning the drive shaft on the gear unit clockwise. Once the adjustment position has been reached and the on-load tap-changer columns have
been switched, crank the drive shaft of the upper gear unit through an-
other 2.5 revolutions clockwise to correctly complete the tap-change oper-
ation.

Figure 208: Switching the on-load tap-changer columns to the adjustment position

7. Ensure that all on-load tap-changer columns switch simultaneously. Here, a minimal offset of max. 0.25 revolutions on the drive shaft of the gear unit is permitted.

8. Check that all on-load tap-changer columns are in the same position.
9. Install the drive shaft between the bevel gear and the gear unit.

Figure 209: Installing the drive shaft between the bevel gear and the gear unit

5.4.5.3 Fitting drive shaft with cardan joints

Installation of the drive shaft with cardan joints is mainly designed as a vertical drive shaft between motor-drive unit and bevel gear.

Technically, a horizontal design is also possible. However, if using a horizontal design, please note that the protective cover supplied must be adapted accordingly and a cardan joint with an inner hub diameter of 25 mm must be used if you want to use the cardan joint on the upper gear unit.
Permitted axial displacements

An axial displacement of 20° is permitted for the vertical and horizontal drive shaft with cardan joints.

Figure 210: Permitted maximum axial displacement of vertical drive shaft with cardan joints
NOTICE

Damage to property!

Improper mounting of the cardan joint may result in damage or malfunctions.

► Ensure that the folding cardan joint does not damage the expansion bellows during mounting.
► Ensure that the angle of deflection $\alpha$ is no greater than 20°.
► Ensure that the angle of deflection $\alpha$ is the same on both cardan joints.
Figure 212: Angle of deflection $\alpha$
To fit the drive shaft with cardan joints, proceed as follows:

1. Grease coupling bolts, coupling brackets, and shaft ends, e.g. ISOFLEX TOPAS L 32.

Figure 213: Greasing coupling bolts, coupling brackets, and shaft ends

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 below on the ED</td>
<td>Adapter ring Ø 82×102</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Adapter ring Ø 87×102.5</td>
<td>1</td>
</tr>
</tbody>
</table>
2. Insert adapter rings into the collar of the rotating protective tube 1. Fit the two parts of pivotable protective tube together 2 and turn them towards one another 3 to set the corresponding angle.

![Diagram of adapter ring installation](image)

Figure 214: Inserting adapter in pivotable protective tubes

3. When supplied, the cardan joints are fitted with coupling bolts 1. To mount on the shaft end, the following steps must be taken: Remove hose clip 2, Slide up expansion bellows 3, Remove coupling bolt 4.
5 Mounting


Figure 215: Mounting cardan joints

4. Connect shorter cardan joint supplied to shaft end of motor-drive unit with coupling bolt.

Figure 216: Attaching cardan joint on shaft end of motor-drive unit
5. **NOTICE!** Attach second, longer cardan joint to the bevel gear such that the position of both cardan joint lugs is the same on the bevel gear and motor-drive unit. If this is not done, damage or malfunctions may result.

Figure 217: Fitting second cardan joint on bevel gear


Figure 218: Securing expansion bellows with hose clip
7. Provisionally connect loose shaft ends of the joints to an angle bar and align so that they are in line.

Figure 219: Connecting shaft ends with angle bar
8. Determine dimension A between the shaft ends. Cut square tube to \( LR = A + 100 \text{ mm} \) (\( LR \) = length of square tube). Deburr cut surfaces of square tube.

Figure 220: Shortening square tube
9. Before beginning installation, shorten both telescopic tubes to the corresponding dimension \( A \) (\( A = \) dimension between both cardan joint ends) and deburr.

![Shortening telescopic tubes diagram]

<table>
<thead>
<tr>
<th>Dimension ( A ) (= distance between shaft ends of the drive and the bevel gear)</th>
<th>Inner tube</th>
<th>Outer tube</th>
</tr>
</thead>
<tbody>
<tr>
<td>260 mm</td>
<td>Shorten to 200 mm</td>
<td>200 mm</td>
</tr>
<tr>
<td>261 mm...760 mm</td>
<td>Shorten to A-60 mm</td>
<td>200 mm</td>
</tr>
<tr>
<td>761 mm...1,090 mm</td>
<td>700 mm</td>
<td>Shorten to A-60 mm</td>
</tr>
<tr>
<td>1,091 mm...1,700 mm</td>
<td>700 mm</td>
<td>1,150 mm</td>
</tr>
<tr>
<td>1,701 mm...1,900 mm</td>
<td>1,150 mm</td>
<td>1,150 mm</td>
</tr>
</tbody>
</table>
10. Fit one adapter ring to bearing collar of motor-drive unit and fit other adapter ring to bearing collar of bevel gear.

![Figure 222: Fitting adapters](image)

11. Slide previously shortened and deburred square tube over upper cardan joint end until stop is reached.

![Figure 223: Sliding square tube over upper cardan joint end](image)
12. Thread upper pivotable protective tube with long outlet up onto square tube from below.

Figure 224: Sliding pivotable protective tube over square tube
13. Slide inner tube into outer tube such that the slotted sides of the outer and inner tube are both facing down. Thread the hose clips.

Figure 225: Sliding on telescopic tubes
14. Slide everything up and secure with a screw clamp.

Figure 226: Secure everything with a screw clamp
15. Slide bottom pivotable protective tube (also with long outlet up) on to the square tube and secure with screw clamp.

Figure 227: Sliding bottom pivotable protective tube over square tube
16. Swing in square tube and slide all the way down.

Figure 228: Pivoting square tube back to axis
17. Push the lower coupling bolt in and grease. Tighten lower coupling brackets. Shaft end and coupling part must be securely connected such that no axial clearance remains between the coupling bolt and coupling bracket.

Figure 229: Tightening lower coupling brackets
18. Fit upper coupling brackets with 3 mm axial clearance.

19. Working from top to bottom, mount the individual parts of the shaft protection. Set angle position between both parts of pivotable protective tube and fix with available hose clip. Secure both upper and lower protective tubes with a hose clip at both ends. Secure the two telescopic protective tubes to one another using a hose clip.

The plastic adapters must be at the respective end of the pivotable protective tube. Only slide telescopic protective tube into upper and lower pivotable protective tubes by the width of the adapter before tightening the hose clips.
5.4.5.4 Fitting drive shaft with insulator

A model with insulator in the vertical drive shaft is available for insulating installation of the drive shaft.
Permitted axial displacement

Minor axial displacement of the vertical drive shaft with insulator is permitted as long as it does not exceed 35 mm per 1000 mm square tube length (that corresponds to 2°).

Figure 232: Permitted maximum axial displacement of vertical drive shaft with insulator
5.4.5.4.1 Fitting vertical drive shaft with insulator

To fit the vertical drive shaft, proceed as follows.

1. **CAUTION!** Switch off motor protective switch Q1 in the motor-drive unit (position O). If this is not done, the motor-drive unit may be started inadvertently and cause injuries.

2. Screw the bevel gear for mounting on the transformer. Screws are not included in the scope of supply.

![Figure 233: Bevel gear](image-url)
3. Determine dimension A between shaft end of drive and shaft end of bevel gear. Shorten square tube to length of A–179 mm, taking the insulator into account.

Figure 234: Shortening square tube
4. Deburr cut surfaces of square tube.

Figure 235: Deburring cut surfaces

5. Screw down double coupling part with insulator supplied and square tube. Mount insulator on the side facing the drive.

Figure 236: Screwing down square tube and insulator with double coupling part
6. Slide loosely screwed-together coupling part onto insulator until stop is reached.

Figure 237: Sliding coupling part onto insulator

7. Place the supplied insulator ring on the bearing collar of the motor-drive unit.

Figure 238: Insulating ring

8. Insert coupling bolt into shaft end of drive. Grease coupling part, coupling bolt and shaft end (e.g. ISOFLFEX TOPAS L32). Slide square tube with coupling part onto shaft end.

Figure 239: Sliding square tube with coupling part onto shaft end
9. Attach square tube to drive.

![Figure 240: Attaching square tube to drive](image)

10. Pivot square tube away from axis.

![Figure 241: Pivoting square tube away from axis](image)

11. When installing inner tube of telescopic protective tube, shorten on the side without slots if necessary. The minimum dimension for overlapping the two protective tubes is 100 mm.
Inner tube must not be deformed and must be deburred in order to slide easily in the outer tube.

Figure 242: Deburring inner tube

<table>
<thead>
<tr>
<th>Dimension A (= distance between shaft end of drive and shaft end of bevel gear)</th>
<th>Inner tube</th>
<th>Outer tube</th>
</tr>
</thead>
<tbody>
<tr>
<td>170 mm...190 mm</td>
<td>Shorten to 200 mm</td>
<td>= 200 mm</td>
</tr>
<tr>
<td>191 mm...1,130 mm</td>
<td>Dimension A + 20 mm</td>
<td>= 200 mm</td>
</tr>
<tr>
<td>1,131 mm...1,598 mm</td>
<td>= 700 mm</td>
<td>= 1,150 mm</td>
</tr>
<tr>
<td>1,599 mm...2,009 mm</td>
<td>= 1,150 mm</td>
<td>= 1,150 mm</td>
</tr>
</tbody>
</table>
12. Slide outer tube over inner tube. When doing so, make sure that the non-slotted side of the inner tube is facing upwards. Slide telescopic protective tube onto square tube. Then slide hose clips over telescopic protective tube.

Figure 243: Sliding on telescopic protective tube
13. Place adapter ring over bearing collar of bevel gear and slide upwards. Insert coupling bolt into shaft end of bevel gear. Pivot square tube back to axis.

Figure 244: Fitting adapter ring and coupling bolt
14. Grease coupling brackets, coupling bolt and shaft end (e.g. ISOFLEX TOPAS L32) and secure square tube with coupling brackets on the bevel gear. Set a unilateral axial clearance of 3 mm between the coupling bolt and upper coupling piece.

Figure 245: Mounting coupling brackets

15. Attach bottom protective tube (inner tube) with a hose clip to bearing collar of drive. Then slide upper protective tube (outer tube) over adapter on bevel gear. Secure upper protective tube to bottom protective tube with hose clip both at top end and at the connection point.
5.4.5.5 **Fitting drive shaft with insulator and cardan joint**

A model with insulator and cardan joint in the vertical drive shaft is also available for insulating installation of the drive shaft.
Permitted axial displacement

An axial displacement of 20° is permitted for a drive shaft with insulator and cardan joint.

Figure 247: Permitted maximum axial displacement of vertical drive shaft with insulator and cardan joint

5.4.6 Centering on-load tap-changer and motor-drive unit
► Center on-load tap-changer and motor-drive unit as described in relevant MR operating instructions for motor-drive unit.

5.4.7 Making the electrical connections for the motor-drive unit
► Make electrical connections for the motor-drive unit as described in relevant MR operating instructions for the motor-drive unit.
6 Commissioning

**6.1 Commissioning the on-load tap-changer at the transformer manufacturer's site**

Perform the following work and functional checks before commissioning the transformer.
6.1.1 Bleeding on-load tap-changer head and suction pipe

6.1.1.1 Bleeding on-load tap-changer head

1. Open all forward valves and return valves in the pipe system.
2. Remove screw cap on air-vent valve E1 on the on-load tap-changer head cover.

Figure 248: Screw cap

3. Use screwdriver to lift valve tappet on air-vent valve E1 and bleed on-load tap-changer head.

Figure 249: Valve tappet

4. Seal air-vent valve E1 with screw cap (tightening torque 10 Nm).
6.1.1.2 **Bleeding suction pipe on pipe connection S**

1. Remove screw cap from pipe connection S.

2. **NOTICE!** An incompletely bled suction pipe significantly impairs the insulation capability of the on-load tap changer to ground. Open vent screw and bleed suction pipe completely.

3. Close vent screw.

4. Seal vent screw with screw cap.

---

6.1.2 **Grounding the on-load tap-changer**

1. Connect grounding screw on the on-load tap-changer head to transformer cover. It is essential that CUPAL washers are placed directly on the connecting lug on both sides. The aluminum side of the CUPAL washers must be facing the connecting lug.
2. Connect grounding screw of motor-drive protective housing to transformer tank. It is essential that a CUPAL washer is placed between the cable shoe and connecting lug. The aluminum side of the CUPAL washer must be facing the connecting lug.

Figure 252: Grounding screw on motor-drive unit

3. When using a temperature sensor, connect housing of temperature sensor with grounding screw on the on-load tap-changer head or another grounding point on the transformer. It is essential that a CUPAL washer is placed between the cable shoe and temperature sensor housing. The aluminum side of the CUPAL washer must be facing the temperature sensor housing.

Figure 253: Grounding temperature sensor
6.1.3 Checking motor-drive unit

**NOTICE**

**Damage to the on-load tap-changer / de-energized tap-changer!**

Damage to the on-load tap-changer / de-energized tap-changer due to actuation of the on-load tap-changer / de-energized tap-changer without insulating fluid.

► Ensure that the selector / de-energized tap changer is fully immersed in insulating fluid and that the oil compartment of the on-load tap-changer is completely filled with insulating fluid.

Prior to commissioning the transformer, check whether the motor-drive unit and on-load tap-changer are correctly coupled and that the motor-drive unit functions correctly.

**Tests on the motor-drive unit**

1. Perform function checks as described in relevant MR operating instructions for motor-drive unit.

2. **NOTICE**! An incorrectly coupled motor-drive unit will lead to damage to the on-load tap-changer. Undertake trial tap-change operations across the entire range of settings. Ensure that in each operating position, the tap position indicators of motor-drive unit and on-load tap-changer (inspection window in the on-load tap-changer head) match.

**Dielectric tests on transformer wiring**

► Note information relating to dielectric tests on transformer wiring in relevant MR operating instructions for motor-drive unit.

6.1.4 High-voltage tests on the transformer

Note the following points before performing high-voltage tests on the transformer:

- Ensure that the oil compartment of the on-load tap-changer is completely filled with insulating fluid.
- Ensure that all protective devices for the on-load tap-changer are functioning correctly and are ready for use.
- Ensure that the ground connections on the motor-drive protective housing and protective housing fastening are free of paint.
- Only perform high voltage test if motor-drive unit door is closed.
- Disconnect external connections to electronic components in the motor-drive unit to prevent damage from overvoltage.
- When connecting the motor-drive unit’s supply voltage, only use the cable bushings in the protective housing base intended for lead insertion.
- Guide all ground connecting leads to one central connection point (establishment of suitable reference earth).
- Disconnect all electronic components before the high voltage test. Before a dielectric test of the wiring, remove all devices with a withstand voltage of < 1000 V.
6 Commissioning

- Remove leads used for testing before the high voltage test as these function as antennas.
- Wherever possible, route the measurement leads and data leads separately to the energy cables.

Contact the manufacturer if you have any questions about possible sources of danger.
6.2 Transporting transformer to the operating site

**NOTICE**

**Damage to motor-drive unit!**

Damage to the motor-drive unit due to condensate in protective housing of motor-drive unit.

► Always keep protective housing of the motor-drive unit tightly closed.

► In the event of downtime lasting more than 8 weeks prior to initial commissioning, connect and operate the anti-condensation heater in the motor-drive unit. If this is not possible, place a sufficient amount of desiccant in the protective housing.

6.2.1 Transport with drive removed

1. Ensure that the drive and the on-load tap-changer are in the adjustment position.
2. Remove the drive.
3. Do not actuate the drive while the on-load tap-changer is uncoupled and do not turn the output shaft.
4. Do not actuate an on-load tap-changer which is uncoupled and do not turn its drive shaft.
5. Transport the drive to the installation site in the MR delivery packaging.
6. Fit the drive [▶ Section 5.4.4, Page 141] and the drive shaft [▶ Section 5.4.5, Page 141] to the transformer at the installation site.

6.2.2 Transport with full transformer tank and without oil conservator

Attach a connecting lead between the on-load tap-changer’s oil compartment and the transformer tank if the transformer has been transported with a full tank and without an oil conservator.

► Establish a connecting lead on the on-load tap-changer head between connections E2 and Q or E2 and R.

![Figure 254: Connecting lead](image)
6 Commissioning

In the event of a short-term immobilization time (maximum of 4 weeks) without an oil conservator, it is also sufficient to remove approximately 5 liters of insulating fluid from the on-load tap-changer oil compartment.

6.2.3 Transport with empty transformer tank

**NOTICE**

**Damage to the on-load tap-changer!**

The on-load tap-changer may be subject to oscillating movements during transformer transportation if the transformer is transported without insulating fluid and the on-load tap-changer oil compartment is transported with insulating fluid. These oscillating movements can lead to damage to the on-load tap-changer.

- Completely empty the oil compartment if the transformer is to be transported without insulating fluid.
- Preserve the oil compartment in the same way as the transformer (for example by filling with N2).

6.2.3.1 Emptying oil compartment via pipe connection S

1. De-energize all auxiliary circuits (e.g. tap-change supervisory device, pressure relief device, pressure monitoring device).
2. With the stop-cock (slide valve) between oil conservator and oil compartment open, open air-vent valve E1 on the on-load tap-changer head.
3. Discharge the gas from under the on-load tap-changer cover. Ensure sufficient fresh air (e.g. in transformer cells and work tents) when doing so.
4. Once the gas has been discharged and the insulating fluid is flowing out of the air-vent valve, close the air-vent valve and close the stop-cock between the oil conservator and oil compartment.
5. Open air-vent valve again and drain off approximately 5–10 liters of insulating fluid via the pipe connection S until the area under the on-load tap-changer head cover is free of insulating fluid.
7. Remove on-load tap-changer head cover.
8. Extract insulating fluid via pipe connection S.
9. Open stop-cock between oil conservator and oil compartment.
   - Insulating fluid flows out of the oil conservator into the oil compartment.
10. Extract insulating fluid via pipe connection S.
11. Place on-load tap-changer head cover on the on-load tap-changer head.
12. Screw down on-load tap-changer head cover using 24 screws M10 / wrench size 17 and locking elements (tightening torque 34 Nm).
6.3 Commissioning transformer at operating site

6.3.1 Filling the oil compartment of the on-load tap-changer with insulating fluid

**NOTICE**

Damage to the on-load tap-changer!

Unsuitable insulating fluids cause damage to the on-load tap-changer.

- Only use insulating fluids [Section 8.1, Page 222] approved by the manufacturer.

1. **NOTICE!** Check whether the on-load tap-changer head cover has a flange for attaching a pressure relief device. If it does, operation without a pressure relief device is not permitted and may result in damage to the on-load tap-changer.

   - Fit a pressure relief device which is approved for this on-load tap-changer on the on-load tap-changer head.

2. Establish a connecting lead between pipe connection E2 and one of the pipe connections R, S or Q to ensure equal pressure in the oil compartment and transformer during evacuation.

![Figure 255: Connecting lead between E2 and Q](image_url)
3. Fill on-load tap-changer with new insulating fluid using one of the two free pipe connections of the on-load tap-changer head.

Figure 256: Pipe connections S and R

4. Take an insulating fluid sample from the oil compartment.
5. Record the temperature of the sample immediately after the sample is taken.
6. Determine the dielectric strength and water content at a sample temperature of 20 °C ± 5 °C. The dielectric strength and water content must comply with the limit values specified in the technical data.
6.3.2 Bleeding on-load tap-changer head and suction pipe

6.3.2.1 Bleeding on-load tap-changer head

1. Open all forward valves and return valves in the pipe system.
2. Remove screw cap on air-vent valve E1 on the on-load tap-changer head cover.

![Figure 257: Screw cap](image)

3. Use screwdriver to lift valve tappet on air-vent valve E1 and bleed on-load tap-changer head.

![Figure 258: Valve tappet](image)

4. Seal air-vent valve E1 with screw cap (tightening torque 10 Nm).
6.3.2.2 Bleeding suction pipe on pipe connection S

1. Remove screw cap from pipe connection S.

2. **NOTICE!** An incompletely bled suction pipe significantly impairs the insulation capability of the on-load tap changer to ground. Open vent screw and bleed suction pipe completely.

3. Close vent screw.

4. Seal vent screw with screw cap.

6.3.3 Checking motor-drive unit

**NOTICE**

**Damage to the on-load tap-changer / de-energized tap-changer!**

Damage to the on-load tap-changer / de-energized tap-changer due to actuation of the on-load tap-changer / de-energized tap-changer without insulating fluid.

- Ensure that the selector / de-energized tap changer is fully immersed in insulating fluid and that the oil compartment of the on-load tap-changer is completely filled with insulating fluid.
**NOTICE**

Damage to the on-load tap-changer and motor-drive unit!

Damage to on-load tap-changer and motor-drive unit due to incorrect use of position transmitter equipment.

- Only circuits stated in the chapter Technical data for position transmitter equipment may be connected to the position transmitter module connections.

- The switchover point of the position transmitter equipment in the motor-drive unit is not the same as the switchover point of the diverter switch operation. This depends on the type of diverter switch. This fact should be noted when project planning the locking circuits between the motor-drive unit and external equipment (e.g. transformer circuit breaker).

- Therefore, the "Tap changer in operation" position transit contact shown in the connection diagram should be used for external monitoring, locking and control purposes instead of the position transmitter equipment.

Prior to commissioning the transformer, check whether the motor-drive unit and on-load tap-changer are correctly coupled and that the motor-drive unit functions correctly.

**Tests on the motor-drive unit**

1. Perform function checks as described in relevant MR operating instructions for motor-drive unit.

2. **NOTICE!** An incorrectly coupled motor-drive unit will lead to damage to the on-load tap-changer. Undertake trial tap-change operations across the entire range of settings. Ensure that in each operating position, the tap position indicators of motor-drive unit and on-load tap-changer (inspection window in the on-load tap-changer head) match.

**Dielectric tests on transformer wiring**

- Note information relating to dielectric tests on transformer wiring in relevant MR operating instructions for motor-drive unit.

### 6.3.4 Checking protective relay


- Check that the protective relay is functioning correctly before commissioning the transformer:

  1. Ground the transformer on the high-voltage side and low-voltage side. Ensure that the grounding for work connection on the transformer is not removed during testing.

  2. Ensure that the transformer remains de-energized during testing.

  3. Deactivate the automatic fire extinguishing device.
4. Loosen the three screws on the terminal box cover and lift off the terminal box cover.
5. Remove the slotted head screw for potential tie-in and remove the terminal box cover with wire.
6. Press OFF test button.
7. Leave the transformer's danger zone.
8. Ensure that the transformer's circuit breaker cannot be closed.
   ➔ Passive protection test
9. Press OPERATION test button.
10. Leave the transformer's danger zone.
11. Close the transformer's circuit breaker with isolating switches open and the transformer grounded on all sides.
12. Press OFF test button.
13. Ensure that the transformer's circuit breaker is open.
   ➔ Active protection test
14. Press OPERATION test button to reset the protective relay.
15. Position the wire for the terminal box cover and affix using the slotted head screw.
16. Attach the terminal box cover and secure with screws.

6.3.4.2 Checking protective relay (RS 2004)
✓ Check that the protective relay is functioning correctly before commissioning the transformer:
1. Ensure that the flap valve is in the OPERATION position.
2. Leave the transformer's danger zone.
3. Close the transformer's circuit breaker with isolating switches open and the transformer grounded on all sides.
4. Press OFF test button.
5. Ensure that the transformer's circuit breaker is open.
   ➔ Active protection test

6.3.5 Checking pressure monitoring device
1. Ground the transformer on the high-voltage side and low-voltage side. Ensure that the grounding for work connection on the transformer is not removed during testing.
2. Ensure that the transformer remains de-energized during testing.
3. Deactivate the automatic fire extinguishing device.
4. Remove the cover cap.
5. Activate the sensor on the snap-action switch.
   ➔ Sensor is in the OFF position.
6. Leave the transformer's danger zone.
7. Ensure that the transformer’s circuit breaker cannot be closed.  
   ⇒ Passive protection test
8. Activate the sensor on the snap-action switch.  
   ⇒ Sensor is in the OPERATION position.
9. Leave the transformer’s danger zone.
10. Close the transformer’s circuit breaker with isolating switches open and 
    the transformer grounded on all sides.
11. Activate the sensor on the snap-action switch.  
    ⇒ Sensor is in the OFF position.
12. Ensure that the transformer’s circuit breaker is open.  
    ⇒ Active protection test.
13. Activate the sensor on the snap-action switch to reset the pressure moni- 
    toring device.  
    ⇒ Sensor is in the OPERATION position.
14. Secure the cover cap.

6.3.6 Commissioning the transformer

- The signaling contact for falling below the minimum insulating fluid fill level 
  in the on-load tap-changer’s oil conservator is looped into the tripping cir- 
  cuit of the circuit breaker.
- The protective relay and additional protective devices are looped into the 
  circuit breaker's tripping circuit.
- The motor-drive unit and all protective devices are functioning correctly 
  and are ready for use.
- The oil compartment of the on-load tap-changer is completely filled with 
  insulation fluid.
- All stop-cocks between on-load tap-changer and oil conservator of the on- 
  load tap-changer are open.

1. Switch on transformer.

2. **NOTICE!** Inrush current impulses can be significantly greater than the 
   transformer rated current and may lead to current paths with asymmetrical 
   or non-sinusoidal curve shapes and, as a result, overload the on-load tap- 
   changer during the diverter switch operation. Only perform tap-change op- 
   erations - whether under no load or under load conditions - once the in- 
   rush current impulse has subsided.
7 Fault elimination

**WARNING**

Danger of explosion!

Explosive gases under the on-load tap-changer head cover can deflagrate or explode and result in severe injury or death.

► Ensure that there are no ignition sources such as open flames, hot surfaces or sparks (e.g. caused by the build-up of static charge) in the immediate surroundings and that none occur.

► De-energize all auxiliary circuits (for example tap-change supervisory device, pressure relief device, pressure monitoring device) before removing the on-load tap-changer head cover.

► Do not operate any electrical devices during the work (e.g. risk of sparks from impact wrench).

**NOTICE**

Damage to the on-load tap-changer and transformer!

If the protective relay or other protective devices trip, this can indicate damage to the on-load tap-changer and transformer. The transformer must not be energized without being inspected first.

► Check on-load tap-changer and transformer when protective relay or other protective devices have been tripped.

► Do not use the equipment again until you are sure there is no damage to the on-load tap-changer or transformer.

**NOTICE**

Damage to motor-drive unit!

Damage to the motor-drive unit due to condensate in protective housing of motor-drive unit.

► Always keep protective housing of the motor-drive unit tightly closed.

► In the event of operation interruptions of more than 2 weeks, connect and operate the anti-condensation heater in the motor-drive unit. If this is not possible, e.g. during transportation, place a sufficient amount of desiccant in the protective housing.

The table below is intended to assist with detecting and, where possible, remedying faults.

For more information, please consult the operating instructions for the protective relay or the relevant protective device.

In the event of faults on the on-load tap-changer and motor-drive unit which cannot be easily corrected on site, or if the protective relay or additional protective devices have been tripped, please inform your authorized MR representative, the transformer manufacturer or contact MR directly.

Maschinenfabrik Reinhausen GmbH
Technical Service
Postfach 12 03 60
93025 Regensburg
## 7 Fault elimination

<table>
<thead>
<tr>
<th>Fault description</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tripping of protective relay</td>
<td>See &quot;Tripping the protective relay and re-commissioning the transformer&quot;&lt;br&gt;Also contact MR.</td>
</tr>
<tr>
<td>Tripping of pressure relief device (e.g. MPreC®)</td>
<td>On-load tap-changer and transformer must be checked.&lt;br&gt;Depending on the cause of tripping, take measurements / carry out checks on the transformer.&lt;br&gt;Contact MR to check the on-load tap-changer.</td>
</tr>
<tr>
<td>Tripping of pressure monitoring device (e.g. DW 2000)</td>
<td>See &quot;Tripping the pressure monitoring device and putting the transformer back into operation&quot;&lt;br&gt;Also contact MR.</td>
</tr>
<tr>
<td>Activation of tap-change supervisory device</td>
<td>The motor-drive unit can no longer be electrically actuated once the tap-change supervisory device has been activated. Manual operation of the motor-drive unit via the hand crank when the transformer is switched on is prohibited.&lt;br&gt;On-load tap-changer and transformer must be checked.&lt;br&gt;Depending on the cause of tripping, take measurements / carry out checks on the transformer.&lt;br&gt;Contact MR to check the on-load tap-changer.</td>
</tr>
<tr>
<td>Activation of rupture disk in on-load tap-changer head cover</td>
<td>On-load tap-changer and transformer must be checked.&lt;br&gt;Depending on the cause of tripping, take measurements / carry out checks on the transformer.&lt;br&gt;Contact MR to check the on-load tap-changer.</td>
</tr>
<tr>
<td>Tripping of motor protective switch in motor-drive unit</td>
<td>See chapter &quot;Fault elimination&quot; in the operating instructions of the TAPMOTION® ED motor-drive unit</td>
</tr>
<tr>
<td>Tripping of signaling contact that indicates that the fill level of the insulating fluid has fallen below the minimum in the on-load tap-changer oil conservator</td>
<td>Check pipe system (pipes etc.) and on-load tap-changer head for leaks. Check the fill level and the quality of the insulating fluid in the oil compartment in accordance with the operating instructions for the on-load tap-changer. If the fill level has fallen below the limit values, also contact MR.</td>
</tr>
<tr>
<td>On-load tap-changer not changing tap position (sluggishness, Raise keys / Lower keys not working, no audible diverter switch action)</td>
<td>Contact MR.</td>
</tr>
<tr>
<td>No change in voltage on transformer despite change in position on motor-drive unit</td>
<td>Contact MR.</td>
</tr>
<tr>
<td>Tap position indicator on motor-drive unit and on-load tap-changer different</td>
<td>Contact MR.</td>
</tr>
<tr>
<td>Noises on drive shaft or motor-drive unit when changing tap position</td>
<td>Ensure proper mounting of the drive shaft in accordance with its operating instructions. Check that hose clips and protective covers are seated correctly. Contact MR in the event of noise from the motor-drive unit.</td>
</tr>
</tbody>
</table>
## 7 Fault elimination

<table>
<thead>
<tr>
<th>Fault description</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Red message on monitoring unit</td>
<td>If possible read out database and send to MR along with error code.</td>
</tr>
<tr>
<td>Warning or tripping of Buchholz relay on transformer</td>
<td>Notify manufacturer of transformer.</td>
</tr>
<tr>
<td>Deviation from desired value when measuring winding res-</td>
<td>Contact manufacturer of transformer and, if necessary, MR, and provide measured values.</td>
</tr>
<tr>
<td>istance of transformer</td>
<td></td>
</tr>
<tr>
<td>Deviation from desired value during dissolved gas analysis</td>
<td>Contact manufacturer of transformer and, if necessary, MR, and provide measured values.</td>
</tr>
<tr>
<td>(transformer oil)</td>
<td></td>
</tr>
<tr>
<td>Deviation from desired value during transformer ratio test</td>
<td>Contact manufacturer of transformer and, if necessary, MR, and provide measured values.</td>
</tr>
<tr>
<td>Deviation from limit value for insulating fluids</td>
<td>Carry out insulating fluid change, check oil conservator breather of on-load tap-changer.</td>
</tr>
</tbody>
</table>

Table 8: Fault elimination

### 7.1 Tripping the protective relay and re-commissioning the transformer

**WARNING**

Danger of explosion!

Explosive gases in the protective relay can deflagrate or explode and result in severe injury or death.

► Wait 15 minutes after switching off the transformer before beginning further work on the protective relay so that the gases can dissipate.

► Ensure that there are no ignition sources such as naked flames, hot surfaces or sparks (e.g. caused by the build-up of static charge) in the immediate surroundings and that none occur.

► De-energize all auxiliary circuits before beginning work.

► Do not operate any electrical devices during the work (e.g. risk of sparks from impact wrench).

**WARNING**

Danger of death or severe injury!

Danger of severe injury or death if on-load tap-changer and transformer are insufficiently tested.

► Be sure to contact Maschinenfabrik Reinhausen to check on-load tap-changer and transformer if the protective relay has tripped.

► Only use the equipment again when you are sure there is no damage to the on-load tap-changer or transformer.

When the circuit breakers have been tripped by the protective relay, proceed as follows:

1. Establish time of tripping.
2. Determine operating position of on-load tap-changer.
3. As a precaution, block the motor-drive unit by tripping the motor protective switch to prevent the on-load tap-changer from being actuated by remote control.
4. Check the on-load tap-changer head cover. If insulating fluid is leaking, close the oil conservator stop valve immediately.

5. Check whether the flap valve of the protective relay is in the OFF or OPERATION position.

### 7.1.1 Flap valve in OPERATION position

If the flap valve is in the OPERATION position, there may be a fault in the tripping circuit. Check the tripping circuit in this case. If you are not able to clarify why the protective relay tripped, be sure to contact Maschinenfabrik Reinhausen to check the on-load tap-changer.

### 7.1.2 Flap valve in OFF position

Note that protective relay RS 2004 features an automatic reset mechanism which means that the flap valve does not remain in the OFF position after tripping. If the protective relay RS 2004 has not tripped due to an error in the tripping circuit, also proceed as described below for RS 2004.

If the flap valve is in the OFF position, proceed as follows:
1. Ensure that the transformer is not started up under any circumstances.
2. Contact and inform Maschinenfabrik Reinhausen of the following:
   - Serial number of protective relay and on-load tap-changer
   - What was the load of the transformer at the instant of tripping?
   - Was the on-load tap-changer moved immediately before or during tripping?
   - Did any other protective devices of the transformer respond at the instant of tripping?
   - Were switching operations in the network being carried out at the instant of tripping?
   - Were overvoltages registered at the instant of tripping?
3. Take further action in agreement with Maschinenfabrik Reinhausen.

### 7.1.3 Re-commissioning the transformer

Once the reason for the protective relay tripping has been established and remedied, you can re-commission the transformer:
1. Check the protective relay [Section 6.3.4.1, Page 213].
2. Commission the transformer.
7.2 Tripping the pressure monitoring device and putting the transformer back into operation

**WARNING**

Danger of death or severe injury!

Danger of severe injury or death if on-load tap-changer and transformer are insufficiently tested.

- Be sure to contact Maschinenfabrik Reinhausen to check on-load tap-changer and transformer after the pressure monitoring device has been tripped.
- Only use the equipment again when you are sure there is no damage to the on-load tap-changer or transformer.

If the circuit breaker is tripped by the pressure monitoring device, proceed as follows:

1. Establish time of tripping.
2. Determine operating position of on-load tap-changer.
3. As a precaution, block the motor-drive unit by tripping the motor protective switch to prevent the on-load tap-changer from being actuated by remote control.
4. Check the on-load tap-changer head cover. If insulating fluid is leaking, close the oil conservator stop valve immediately.
5. Check whether the pressure monitoring device sensor is in the OFF position or OPERATION position.

### 7.2.1 Sensor in the OPERATION position

If the sensor is in the OPERATION position, there may be an error in the tripping circuit. Check the tripping circuit in this case. If you are not able to clarify why the pressure monitoring device tripped, be sure to contact Maschinenfabrik Reinhausen to check the on-load tap-changer.
7 Fault elimination

7.2.2 Sensor in the OFF position

Proceed as follows if the sensor is in the OFF position.

1. Ensure that the transformer is not started up under any circumstances.

2. Contact and inform Maschinenfabrik Reinhausen of the following:

   ➞ What was the load of the transformer at the instant of tripping?
   ➞ Was there a tap-change operation on the on-load tap-changer immediately before or during the tripping?
   ➞ Did any other protective devices of the transformer respond at the instant of tripping?
   ➞ Were switching operations in the network being carried out at the instant of tripping?
   ➞ Were overvoltages registered at the instant of tripping?
   ➞ How high is the static pressure on the pressure relief device (height difference between the oil level in the on-load tap-changer oil conservator and the pressure relief device)?

3. Take further action in agreement with Maschinenfabrik Reinhausen.

7.2.3 Re-commissioning the transformer

You can re-commission the transformer once the cause for tripping the pressure monitoring device has been determined and resolved:

1. Ensure that the sensor on the snap-action switch is in the OPERATION position.

2. Commission the transformer.
8 Technical data

An overview of all key technical data for the on-load tap-changer and motor-drive unit exists in the form of separate documents, which are available on request.

8.1 Permissible ambient conditions

<table>
<thead>
<tr>
<th>Parameter</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air temperature during operation</td>
<td>-25°C…+50°C</td>
</tr>
<tr>
<td>Temperature of the insulating fluid in operation</td>
<td>-25°C…+105°C (up to +115°C when the transformer is in emergency operation)</td>
</tr>
<tr>
<td>Transport temperature, storage temperature</td>
<td>-40°C…+50°C</td>
</tr>
<tr>
<td>Drying temperatures</td>
<td>See installation and commissioning instructions, &quot;Mounting&quot; chapter</td>
</tr>
<tr>
<td>Compressive strength</td>
<td>See technical data TD 61 – General section</td>
</tr>
<tr>
<td>Insulating fluid</td>
<td>• Unused insulating oils derived from petroleum products(^1) in accordance with IEC60296 and ASTM D3487 (equivalent standards on request)</td>
</tr>
<tr>
<td></td>
<td>• Unused insulating oils derived from other virgin hydrocarbons in accordance with IEC60296, or blends of these oils with petroleum products(^1) in accordance with IEC60296, ASTM D3487 or equivalent standards on request</td>
</tr>
<tr>
<td></td>
<td>• Alternative insulating fluids, such as natural and synthetic esters or silicone oils, on request.</td>
</tr>
<tr>
<td></td>
<td>(^1) Gas-to-liquid oils (GTL oils) are understood in this context as petroleum products</td>
</tr>
<tr>
<td>Installation height of the oil conservator</td>
<td>See technical data TD 61 – General section</td>
</tr>
<tr>
<td>Installation height above sea level</td>
<td>See technical data TD 61 – General section</td>
</tr>
</tbody>
</table>

Table 9: Permissible ambient conditions

8.2 Technical data for protective relay

The technical data for the protective relay RS 2001 is listed in the following. In accordance with DIN EN 60255-1, operational accuracy = base accuracy

<table>
<thead>
<tr>
<th>Parameter</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing</td>
<td>Outdoor model</td>
</tr>
<tr>
<td>Degree of protection</td>
<td>IP66</td>
</tr>
<tr>
<td>Relay actuation</td>
<td>Flap valve with aperture</td>
</tr>
<tr>
<td>Weight</td>
<td>approx. 3.5 kg</td>
</tr>
</tbody>
</table>
| Oil flow speed of available types when tripping (oil temperature 20 °C) | 0.65 ± 0.15 m/s  
1.20 ± 0.20 m/s  
3.00 ± 0.40 m/s  
4.80 ± 0.60 m/s |

Table 10: General technical data
Tripping circuit

The protective relay can be supplied with either a normally open (NO) or a normally closed (NC) dry-reed magnetic switch (see dimensional drawing supplied). Other contact combinations are available as a special version.

Electrical data for normally closed (NC) dry-reed magnetic switch

<table>
<thead>
<tr>
<th>Electrical data</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>DC switching capacity</td>
<td>1.2 W…200 W</td>
</tr>
<tr>
<td>AC switching capacity (50 Hz)</td>
<td>1.2 VA…400 VA</td>
</tr>
<tr>
<td>Switching voltage AC/DC</td>
<td>24 V…250 V</td>
</tr>
<tr>
<td>Switched current AC/DC</td>
<td>4.8 mA…2 A</td>
</tr>
</tbody>
</table>

Table 11: Electrical data

<table>
<thead>
<tr>
<th>Switching capacity (switching load on an off)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum switched current AC/DC (lowest voltage)</td>
<td>50 mA (at 24 V)</td>
</tr>
<tr>
<td>Minimum switched current AC/DC (highest voltage)</td>
<td>4.8 mA (at 250 V)</td>
</tr>
<tr>
<td>Maximum switched current DC (highest current)</td>
<td>1.6 A (at 125 V with L/R = 40 ms)</td>
</tr>
<tr>
<td>Maximum switched current DC (highest voltage)</td>
<td>0.9 A (at 250 V with L/R = 40 ms)</td>
</tr>
<tr>
<td>Maximum switched current AC (highest current)</td>
<td>2 A (at 125 V with cos φ = 0.6)</td>
</tr>
<tr>
<td>Maximum switched current AC (highest voltage)</td>
<td>1.6 A (at 250 V with cos φ = 0.6)</td>
</tr>
<tr>
<td>Switching operations</td>
<td>1,000 cycles</td>
</tr>
</tbody>
</table>

Table 12: Switching capacity (switching load on an off)

<table>
<thead>
<tr>
<th>Dielectric strength</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>AC dielectric strength between all voltage-carrying connections and the grounded parts</td>
<td>2,500 V, 50 Hz, test duration 1 minute</td>
</tr>
<tr>
<td>AC dielectric strength between the opened contacts</td>
<td>2,000 V, 50 Hz, test duration 1 minute</td>
</tr>
</tbody>
</table>

Table 13: Dielectric strength
Electrical data for normally open (NO) dry-reed magnetic switch

<table>
<thead>
<tr>
<th>Electrical data</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>DC switching capacity</td>
<td>1.2 W…250 W</td>
</tr>
<tr>
<td>AC switching capacity (50 Hz)</td>
<td>1.2 VA…400 VA</td>
</tr>
<tr>
<td>Switching voltage AC/DC</td>
<td>24 V…250 V</td>
</tr>
<tr>
<td>Switched current AC/DC</td>
<td>4.8 mA…2 A</td>
</tr>
</tbody>
</table>

Table 14: Electrical data

<table>
<thead>
<tr>
<th>Switching capacity (switching load on an off)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum switched current AC/DC (lowest voltage)</td>
<td>50 mA (at 24 V)</td>
</tr>
<tr>
<td>Minimum switched current AC/DC (highest voltage)</td>
<td>4.8 mA (at 250 V)</td>
</tr>
<tr>
<td>Maximum switched current DC (highest current)</td>
<td>2 A (at 125 V with L/R = 40 ms)</td>
</tr>
<tr>
<td>Maximum switched current DC (highest voltage)</td>
<td>1 A (at 250 V with L/R = 40 ms)</td>
</tr>
<tr>
<td>Maximum switched current AC (highest current)</td>
<td>2 A (at 125 V with cos φ = 0.6)</td>
</tr>
<tr>
<td>Maximum switched current AC (highest voltage)</td>
<td>1.6 A (at 250 V with cos φ = 0.6)</td>
</tr>
<tr>
<td>Switching operations</td>
<td>1,000 cycles</td>
</tr>
</tbody>
</table>

Table 15: Switching capacity (switching load on an off)

<table>
<thead>
<tr>
<th>Dielectric strength</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>AC dielectric strength between all voltage-carrying connections and the grounded parts</td>
<td>2,500 V, 50 Hz, test duration 1 minute</td>
</tr>
<tr>
<td>AC dielectric strength between the opened contacts</td>
<td>2,000 V, 50 Hz, test duration 1 minute</td>
</tr>
</tbody>
</table>

Table 16: Dielectric strength

<table>
<thead>
<tr>
<th>Ambient conditions</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Ambient temperature Ta</td>
<td>-40°C…+50°C</td>
</tr>
<tr>
<td>Oil temperature</td>
<td>&lt;130 °C</td>
</tr>
<tr>
<td>Air pressure</td>
<td>Corresponds to 0 m…4,000 m above sea level</td>
</tr>
</tbody>
</table>

Table 17: Ambient conditions
8.3 Special models of protective relay

8.3.1 Protective relay with CO change-over contact as tripping switch

The protective relay can be supplied with a dry-reed magnetic switch, CO change-over (variant 3) (see dimensional drawing supplied).

Electrical data for CO change-over dry-reed magnetic switch

<table>
<thead>
<tr>
<th>Electrical data</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>DC switching capacity</td>
<td>1.2 W…150 W</td>
</tr>
<tr>
<td>AC switching capacity (50 Hz)</td>
<td>1.2 VA…200 VA</td>
</tr>
<tr>
<td>Switching voltage AC/DC</td>
<td>24 V…250 V</td>
</tr>
<tr>
<td>Switched current AC/DC</td>
<td>4.8 mA…1 A</td>
</tr>
</tbody>
</table>

Table 18: Electrical data

<table>
<thead>
<tr>
<th>Switching capacity (switching load on an off)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum switched current AC/DC (lowest voltage)</td>
<td>50 mA (at 24 V)</td>
</tr>
<tr>
<td>Minimum switched current AC/DC (highest voltage)</td>
<td>4.8 mA (at 250 V)</td>
</tr>
<tr>
<td>Maximum switched current DC (highest current)</td>
<td>1.0 A (at 150 V with L/R = 40 ms)</td>
</tr>
<tr>
<td>Maximum switched current DC (highest voltage)</td>
<td>0.6 A (at 250 V with L/R = 40 ms)</td>
</tr>
<tr>
<td>Maximum switched current AC (highest current)</td>
<td>1 A (at 200 V with cos $\varphi$ = 0.6)</td>
</tr>
<tr>
<td>Maximum switched current AC (highest voltage)</td>
<td>0.8 A (at 250 V with cos $\varphi$ = 0.6)</td>
</tr>
<tr>
<td>Switching operations</td>
<td>1,000 cycles</td>
</tr>
</tbody>
</table>

Table 19: Switching capacity (switching load on an off)

<table>
<thead>
<tr>
<th>Dielectric strength</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>AC dielectric strength between all voltage-carrying connections and the grounded parts</td>
<td>2,500 V, 50 Hz, test duration 1 minute</td>
</tr>
<tr>
<td>AC dielectric strength between the opened contacts</td>
<td>1,150 V, 50 Hz, test duration 1 minute</td>
</tr>
</tbody>
</table>

Table 20: Dielectric strength
8.3.2 Protective relay with several dry-reed magnetic switches

The protective relay can be supplied with several independent dry-reed magnetic switches. These can be designed as normally open (NO) or normally closed (NC) contacts and are electrically isolated (see dimensional drawing supplied).

Electrical data for normally open (NO) and normally closed (NC) dry-reed magnetic switch
8.4 Technical data for pressure monitoring device

**General technical data**

<table>
<thead>
<tr>
<th>Setup</th>
<th>Outdoor model</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ambient temperature</td>
<td>-40 °C…+80 °C (mechanical)</td>
</tr>
<tr>
<td>Cable gland</td>
<td>M25x1.5</td>
</tr>
<tr>
<td>Degree of protection</td>
<td>IP55 in accordance with IEC 60529 (enclosed device)</td>
</tr>
<tr>
<td>Relay actuation</td>
<td>Corrugated tubing with counter-pressure spring</td>
</tr>
<tr>
<td>Oil temperature</td>
<td>-40 °C…+100 °C</td>
</tr>
<tr>
<td>Weight</td>
<td>approx. 1.2 kg</td>
</tr>
<tr>
<td>Equipment</td>
<td>For standard insulating fluids (IEC60296 and IEC60422)</td>
</tr>
<tr>
<td>Sealing material (oil – air)</td>
<td>VITON</td>
</tr>
<tr>
<td>Permitted pressure range (absolute pressure)</td>
<td>1 bar…6 bar, vacuum not permitted</td>
</tr>
<tr>
<td>Upper switching pressure</td>
<td>3.8 ± 0.2 bar (trip pressure)</td>
</tr>
<tr>
<td>Lower switching pressure</td>
<td>2.8 ± 0.2 bar</td>
</tr>
</tbody>
</table>

**Snap-action switch**

<table>
<thead>
<tr>
<th>Connection terminals</th>
<th>Lead connection: 1 or 2 leads per terminal (Ø 0.75…2.5 mm²)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contacts</td>
<td>1xNO (normally open), 1xNC (normally closed)</td>
</tr>
<tr>
<td>Utilization category</td>
<td>IEC 60947-5-1:</td>
</tr>
<tr>
<td></td>
<td>AC 15: 230 V/1 A</td>
</tr>
<tr>
<td></td>
<td>DC 13: 60 V/0.5 A</td>
</tr>
<tr>
<td>Maximum continuous current</td>
<td>10 A</td>
</tr>
<tr>
<td>Rated insulation voltage</td>
<td>AC: 2.5 kV/min</td>
</tr>
</tbody>
</table>

Table 21: General technical data
8.5 Limit values for dielectric strength and water content of insulating fluids

The following tables provide the limit values for dielectric strength (measured in accordance with IEC 60156) and water content (measured in accordance with IEC 60814) of insulating fluids for OILTAP® on-load tap-changers. The values have been established on the basis of IEC 60422.

<table>
<thead>
<tr>
<th>In operation</th>
<th>$U_d$</th>
<th>$H_2O$</th>
</tr>
</thead>
<tbody>
<tr>
<td>When commissioning the transformer for the first time</td>
<td>&gt; 60 kV/2.5 mm</td>
<td>&lt; 12 ppm</td>
</tr>
<tr>
<td>During operation</td>
<td>&gt; 30 kV/2.5 mm</td>
<td>&lt; 40 ppm</td>
</tr>
<tr>
<td>After maintenance</td>
<td>&gt; 50 kV/2.5 mm</td>
<td>&lt; 15 ppm</td>
</tr>
</tbody>
</table>

Table 22: Limit values for insulating fluids for neutral point applications

<table>
<thead>
<tr>
<th>In operation</th>
<th>$U_d$</th>
<th>$H_2O$</th>
</tr>
</thead>
<tbody>
<tr>
<td>When commissioning the transformer for the first time</td>
<td>&gt; 60 kV/2.5 mm</td>
<td>&lt; 12 ppm</td>
</tr>
<tr>
<td>During operation</td>
<td>&gt; 40 kV/2.5 mm</td>
<td>&lt; 30 ppm</td>
</tr>
<tr>
<td>After maintenance</td>
<td>&gt; 50 kV/2.5 mm</td>
<td>&lt; 15 ppm</td>
</tr>
</tbody>
</table>

Table 23: Limit values for insulating fluids for non-neutral point applications
9 Drawings

9.1 Limit values for dielectric strength and water content of insulating fluids

The following tables provide the limit values for dielectric strength (measured in accordance with IEC 60156) and water content (measured in accordance with IEC 60814) of insulating fluids for OILTAP® on-load tap-changers. The values have been established on the basis of IEC 60422.

<table>
<thead>
<tr>
<th>In operation</th>
<th>$U_d$</th>
<th>$H_2O$</th>
</tr>
</thead>
<tbody>
<tr>
<td>When commissioning the transformer for the first time</td>
<td>&gt; 60 kV/2.5 mm</td>
<td>&lt; 12 ppm</td>
</tr>
<tr>
<td>During operation</td>
<td>&gt; 30 kV/2.5 mm</td>
<td>&lt; 40 ppm</td>
</tr>
<tr>
<td>After maintenance</td>
<td>&gt; 50 kV/2.5 mm</td>
<td>&lt; 15 ppm</td>
</tr>
</tbody>
</table>

Table 24: Limit values for insulating fluids for neutral point applications

<table>
<thead>
<tr>
<th>In operation</th>
<th>$U_d$</th>
<th>$H_2O$</th>
</tr>
</thead>
<tbody>
<tr>
<td>When commissioning the transformer for the first time</td>
<td>&gt; 60 kV/2.5 mm</td>
<td>&lt; 12 ppm</td>
</tr>
<tr>
<td>During operation</td>
<td>&gt; 40 kV/2.5 mm</td>
<td>&lt; 30 ppm</td>
</tr>
<tr>
<td>After maintenance</td>
<td>&gt; 50 kV/2.5 mm</td>
<td>&lt; 15 ppm</td>
</tr>
</tbody>
</table>

Table 25: Limit values for insulating fluids for non-neutral point applications
9.2 OILTAP® MS, installation drawing of centrical drive (893900)
9.3 OILTAP® M, MS, R, RM, centrical drive (893899)
9.4 OILTAP® M, MS, R, RM, pipe connection with tap-change supervisory control (899648)

PIPE CONNECTION WITH MONITORING DEVICE WITH OIL FILTER UNIT

PIECE CONNECTION WITH MONITORING DEVICE WITHOUT OIL FILTER UNIT

CAUTION
THE BLEEDER SCREW 2 OF THE MOUNTED HOUSING 1 HAS TO BE ON THE TOP

VIEW A
SHOWN WITHOUT COVER

M20 x 1.5
CLAMPING RANGE FOR CONNECTION CABLE
EXTERNAL DIAMETER: 7 - 15 mm

CONNECTING TERMINALS FOR MONITORING DEVICE

WIRING SEE CONNECTION DIAGRAM OF THE MOTOR DRIVE UNIT

FUNCTION DIAGRAM FOR MONITORING DEVICE
SEE MOTOR DRIVE CIRCUIT DIAGRAM

CONTINUOUS RATED CURRENT: 2A
RATED VOLTAGE DC/AC 50Hz: 24V ... 250V
DIELECTRIC STRENGTH: 1500V 50Hz / 1 MIN

IN-LOAD TAP-CHANGER HEAD
SHOWN FOR MS, M, RM, R

SCALE 1 : 2 (15 : 1)
9.5 Tracing template for on-load tap-changer head (890183)
9.6 OILTAP® M, MS, R, supporting flange, special version for bell-type tank installation for Um up to 300 kV (896762)
9.7 Lifting traverse for bell-type tank installation (890180)
9.8 Socket wrench for kerosene drain plug (890182)

<table>
<thead>
<tr>
<th>SOCKET WRENCH</th>
<th>ITEM NO. 014820: L = 1350 mm</th>
<th>ITEM NO. 017660: L = 1860 mm</th>
</tr>
</thead>
<tbody>
<tr>
<td>TO BE USED FOR ON-LOAD TAP-CHANGERS</td>
<td>TYPE M (EXCEPT M Δ) TYPE MS TYPE VM®</td>
<td>TYPE M III 350 Δ / 600Δ TYPE T TYPE R TYPE RM TYPE G TYPE VR®</td>
</tr>
</tbody>
</table>
9.9 Screw tools for installation and maintenance (890478)

<table>
<thead>
<tr>
<th>ITEM</th>
<th>NO.</th>
<th>DESIGNATION</th>
<th>FIG.</th>
<th>DIN</th>
<th>WRENCH SIZE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>DOUBLE-ENDED OPEN-JAW WRENCH</td>
<td>A</td>
<td>895</td>
<td>8 x 10</td>
</tr>
<tr>
<td>2</td>
<td>1</td>
<td>RING &amp; OPEN-JAW WRENCH</td>
<td>C</td>
<td>3113</td>
<td>10</td>
</tr>
<tr>
<td>3</td>
<td>1</td>
<td>DOUBLE-ENDED OPEN-JAW WRENCH</td>
<td>A</td>
<td>895</td>
<td>13 x 17</td>
</tr>
<tr>
<td>4</td>
<td>1</td>
<td>DOUBLE-ENDED SOCKET WRENCH</td>
<td>B</td>
<td>896</td>
<td>13 x 17</td>
</tr>
<tr>
<td>5</td>
<td>1</td>
<td>DOUBLE-ENDED OPEN-JAW WRENCH</td>
<td>A</td>
<td>895</td>
<td>17 x 19</td>
</tr>
<tr>
<td>6</td>
<td>1</td>
<td>DOUBLE-ENDED OPEN-JAW WRENCH</td>
<td>A</td>
<td>895</td>
<td>22 x 24</td>
</tr>
<tr>
<td>7</td>
<td>1</td>
<td>HEXAGON SOCKET SCREW KEY</td>
<td>D</td>
<td>911</td>
<td>4</td>
</tr>
<tr>
<td>8</td>
<td>1</td>
<td>HEXAGON SOCKET SCREW KEY</td>
<td>D</td>
<td>911</td>
<td>5</td>
</tr>
<tr>
<td>9</td>
<td>1</td>
<td>HEXAGON SOCKET SCREW KEY</td>
<td>D</td>
<td>911</td>
<td>8</td>
</tr>
</tbody>
</table>

Additional drawing: 890479
Special tools for the inspection
9.10 Bevel gear CD 6400, dimensional drawing (892916)

Der Drehsinn wird bei Bestellung festgelegt. / THE DIRECTION OF ROTATION IS DEFINED DURING ORDERING.
# Glossary

<table>
<thead>
<tr>
<th>CO</th>
<th>Change-Over contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>DC</td>
<td>Direct current</td>
</tr>
<tr>
<td><strong>Dielectric strength</strong></td>
<td>Material-specific property of isolators [kV/2.5 mm]; maximum electrical field strength without a breakdown (arc)</td>
</tr>
<tr>
<td>IEC</td>
<td>The International Electrotechnical Commission (IEC for short) is involved in the preparation and publication of international standards for electrical, electronic and related technologies.</td>
</tr>
<tr>
<td>IP</td>
<td>Ingress protection</td>
</tr>
<tr>
<td>MR</td>
<td>Maschinenfabrik Reinhausen GmbH</td>
</tr>
<tr>
<td>NC</td>
<td>Normally Closed contact</td>
</tr>
<tr>
<td>NO</td>
<td>Normally Open contact</td>
</tr>
<tr>
<td>NPT</td>
<td>National Pipe Thread (US thread standard)</td>
</tr>
</tbody>
</table>