

Industry Notice: City of Winnipeg Customer Metering Transformer Installation Instructions

Installation of Manitoba Hydro customer metering transformers in the City of Winnipeg

Every effort has been made to ensure the accuracy of the information being provided. However, in the event of a discrepancy between this industry notice and the governing Customer Metering Standard, the Customer Metering Standard shall take precedence.

CT= Current Transformer

PT=Potential Transformer

Metering Process:

- All meter orders for the City of Winnipeg must be sent for review and acceptance to “electrical_inspections_wpg@hydro.mb.ca”. Contractor must include customer name, customer address, a single line diagram and a load calculation.
- Once your metering equipment has been installed, you must send pictures of the installation to “electrical_inspections_WPG@hydro.mb.ca” for review and acceptance from Manitoba Hydro’s Electrical Inspectors
- Once the installation is accepted by Manitoba Hydro and the City of Winnipeg has sent the “passed inspection” notice to Manitoba Hydro, a Customer Metering Technician will be assigned.
- Once metering is completed, The Manitoba Hydro Electrical Inspector will forward to the Customer Service Center (CSC) and request the service to be energized.

Items to be aware off:

- White dot or H1/H1A on the CT’s are to be installed on the line side of the CT.
- When bolting the CT’s to the buss, the nuts are to be facing out.
- The bolts must be long enough to show a minimum of 2 threads past the nut. If the supplied bolts are too short for you to install, then it is up to the contractor to get the proper length and size of bolts. A minimum of grade 5 bolts and nuts are to be used.
- Flat and lock washers are to be used. A Belleville washer may be used instead of the flat and lock washers.



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- The CT base plate must be securely fastened to the base of the cabinet.
- PT's must face the front of the cabinet.
- The PT's nameplate must be facing the correct way so that it is readable.
- PT's must be accessible.
- Do not cut, drill or modify (including the base) the CT's or PT's in any way.
- Please ensure you have followed the Manitoba Hydro Customer Metering Standard.

Important scheduling and working times:

- Manitoba Hydro Electrical Inspectors and the customer metering technicians require a minimum of one weeks' notice to schedule the review of metering installation prior to a "cut over".
- Any metering required to be reviewed or inspected by a Manitoba Hydro inspector after normal working hours, requires a minimum permit fee of 3 hours at double the hourly fee.

Note:

If there are concerns with the electrical installation of the metering facility, please contact the Manitoba Hydro Electrical Inspector.

Available in accessible formats upon request

