

Generac Load Bank Report



For: Use Same Drop down as acceptance form Here

Work Order #	Service Type	Dealer Name/Number	Site Address	GPS	Latitude	Longitude			
Site Number	Site Name	Technician Name (Print)	Technician Signature	Date of Startup/PM					
Engine Make/Model	Engine Serial Number	Generator Make	Generator Model #	Generator S/N	Fuel Type	KW Rating	Hour Meter		
Transfer Switch #1 Make	Transfer Switch #1 Model #	Transfer Switch #1 S/N	Transfer Switch #2 Make	Transfer Switch #2 Model #	Transfer Switch #2 S/N	Amps	Voltage	# Phases	Hz
Transfer Switch #3 Make	Transfer Switch #3 Model #	Transfer Switch #3 S/N	Transfer Switch #4 Make	Transfer Switch #4 Model #	Transfer Switch #4 S/N	Transfer Switch #5 Make	Transfer Switch #5 Model #	Transfer Switch #5 S/N	

For sites with more than 5 transfer switches please add additional transfer switch information to **Foot Notes**

Time	Hour Meter	Loaded %	KW	Voltage			Amperage			Oil PSI	Coolant Temp.	Amb Air Temp.	Comments
				A-B	B-C	C-A	Phase A	Phase B	Phase C				
				A-N	B-N	A-B	Phase A	Phase B	N/A				
Start													
0:15													
0:30													
0:45													
1:00													
1:15													
1:30													
1:45													
2:00													
2:15													
2:30													
2:45													
3:00													
3:15													
3:30													
3:45													
4:00													
4:15													
Cool Down													

Footnotes

Comments

Load Bank Requirements	
Retail Accounts – 2 Hour Building Load Test	
Note: Record the following in 20 minute intervals - kW, amps, voltage, coolant temp, frequency, oil pressure. Simulate power failure including operation of transfer switch, automatic starting cycle and automatic shutdown and return to normal. Test alarm and shutdown by simulating conditions.	
Time Warner Cable – 4 Hour Load Bank	
AT&T – 2 Hour Load Bank	
Exercise Times: Cell sites with an even FA code – Weekly Mondays 10:00 am Eastern Standard Time Cell sites with an odd FA code – Weekly Tuesdays 10:00 am Eastern Standard Time Generator test run is to last 1 hour [60 minutes] inclusive or stabilizing on startup and 5-minute cool down Automatic Transfer Switch is to be programmed to transfer the building load to the generator during the testing period	Remote Alarms Wired Remote Alarms Programmed Alarm Provide AT&T OPS Acceptance form to AT&T
Motorola –	ATS Transfer Test 15 Minute Introduction to Control Panel

American Tower	
<i>ATC Guidelines</i>	<i>ATC Guidelines</i>
Under Generac GenLink software setup, set the High Fuel Alarm Point to 110% Yes <input type="checkbox"/>	Under GenLink HTS Setup, apply the correct HTS Current Transformer ratio. The default is often 600:1 or 800:1. The correct value is typically 300:1 Yes <input type="checkbox"/>
Set the exercise time to 11:00 AM Eastern Time on Wednesdays Yes <input type="checkbox"/>	Make sure that the GenLink baud rate is left at 9600 baud. Yes <input type="checkbox"/>
Under GenLink HTS Setup, uncheck all four HTSs where it says “These switches will actuate on remote start” Yes <input type="checkbox"/>	Power up the Kentrox unit, and plug its serial cable back onto the generator diagnostic port Yes <input type="checkbox"/>
KTX approval testing is completed and monitor website is receiving correct data. Yes <input type="checkbox"/>	Call Kentrox at 888-773-4122 opt. #3 and ask for American Tower tech support. They will walk through a few basic tests to confirm data and operation. Yes <input type="checkbox"/>
Keys for Distribution Panel and ATS are placed in lockbox and combo for lock is reset. Yes <input type="checkbox"/>	All Warranty & Start-up Forms Complete (attached if needed) Yes <input type="checkbox"/>

Load Bank Requirements	
Verizon	
<i>These tests must be completed at final site and NOT at other facility</i>	<i>Dealer-Distributor's Technician Observe</i>
5-psi Tank Pressure & Leak Test Completed at Final Site (per VzW spec - prior to fueling) Yes <input type="checkbox"/> No <input type="checkbox"/>	Is TVSS installed by others on Generator Feed? Yes <input type="checkbox"/> No <input type="checkbox"/>
4 Hour Load Bank Test Completed at Final Site (at generator's full rated load) Yes <input type="checkbox"/> No <input type="checkbox"/>	Is TVSS installed by others on Utility Feed? Yes <input type="checkbox"/> No <input type="checkbox"/>
Manufacturer's Start-up Tests Complete at Final Site (attached if needed) Yes <input type="checkbox"/> No <input type="checkbox"/>	Is SSD or TVSS installed by others on Alarm Wiring? Yes <input type="checkbox"/> No <input type="checkbox"/>
All Warranty & Start-up Forms Complete (attached if needed) Yes <input type="checkbox"/> No <input type="checkbox"/>	Is SSD or TVSS installed by others on 2-wire start? Yes <input type="checkbox"/> No <input type="checkbox"/>
Verizon Wireless Required Factory Testing	
<i>VzW Approved generator manufacturer certifies that these tests have been completed at the factory</i>	
UL142 Listed Tank (diesels only) Yes	VzW's Frame Temp Test per VzW Specification - Completed at Factory Yes
VzW's 5-psi Tank Pressure per VzW Specification Completed at Factory (diesels only) Yes	Activation of Manufacturer's 5-year Extended Parts Labor Limited Warranty Yes
VzW's 2-Hour Stepped Test per VzW Specification - Completed at Factory Yes	Manufacturer's Standard Tests - Completed at Factory Yes
VzW's Fluid Temp Recording per VzW Specification - Completed at Factory Yes	
No signature required - These items are required per Verizon Wireless generator specifications	