



Office of the Fire Commissioner
 Inspection and Technical Services Manitoba
 508-401 York Avenue
 Winnipeg Manitoba Canada R3C 0P8
 Phone: (204) 945-3373
 Fax: (204) 948-2309

Application for Special Acceptance of Unapproved Electrical Equipment

Schedule "A" must accompany each item on this Application

Note: 1) Please allow 15 business days to process this application; 2) Please make cheques payable to the Minister of Finance.

PURCHASE ORDER OR CHEQUE NUMBER		DATE	PAGE 1 OF 2
NAME OF APPLICANT OR NAME OF FIRM			
ADDRESS		PROVINCE, POSTAL CODE	
CONTACT NAME		PHONE NUMBER	
INSPECTION ADDRESS		JURISDICTION <input type="checkbox"/> N/A <input type="checkbox"/> CITY OF WPG <input type="checkbox"/> MB HYDRO	
INSTALLATION ADDRESS			
CONTRACTOR		ELECTRICIAN	LICENCE NUMBER
TYPE OF INSPECTION <input type="checkbox"/> NEW EQUIPMENT <input type="checkbox"/> USED/MODIFIED <input type="checkbox"/> RELOCATABLE STRUCTURE			

ITEM	DESCRIPTION OF EQUIPMENT	NO. OF UNITS	MODEL NO.	SERIAL NO.	V	PH	AMPS/ KW/ KVA	SPECIAL ACCEPTANCE LABEL NUMBER
1								
2								
3								
4								
5								
6								

ITEM	MANUFACTURER	ADDRESS	PHONE NUMBER
1			
2			
3			
4			
5			
6			

DATE COMPLETED	FEE	CLIENT SIGNATURE	INSPECTOR
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SCHEDULE "A"
Special Acceptance of Unapproved Electrical Equipment
Minimum Requirements

In order to process your application, the Mechanical and Engineering Branch requires that the following information be verified or provided to the inspector at the time of the inspection.

NAME OF APPLICANT					DATE	
ITEM	DESCRIPTION OF EQUIPMENT	NO. OF UNITS	SERIAL NO.	V	PH	AMPS/ KW/ KVA
COMPLETED		MINIMUM REQUIREMENT				
N/A	YES					
<input type="checkbox"/>	<input type="checkbox"/>	1) All electrical equipment has a proper name plate that identifies the electrical characteristics of the assembly, per Canadian Electrical Code Rule 2-100 and SPE – 1000 Model Code for the Field Evaluation of Electrical Equipment with the following information: <ul style="list-style-type: none"> a) The manufacturer's name, trademark, or other recognized symbol of identification, b) Catalogue / Model Number or Type, and Serial Number or Date Code, c) Related Input Voltage, whether for AC, or DC, or both, and Output if applicable, Note: If there is more than one source of Supply, all Circuits are required to be identified on the Nameplate, d) Rated Input Load Amperes, Watts, Volt-Amperes, Horsepower: and Output if applicable, e) Number of Phases, Frequency in Hertz, f) Other markings as necessary to ensure safe and proper operation (Warnings, Cautions, Short Circuit Withstand rating etc.); 				
<input type="checkbox"/>	<input type="checkbox"/>	2) All electrical equipment has a complete set of accurate wiring diagrams;				
<input type="checkbox"/>	<input type="checkbox"/>	3) All electrical control panels have a Bill of Materials (BOM);				
<input type="checkbox"/>	<input type="checkbox"/>	4) All electrical equipment is the appropriate kind or type and is rated for the specific purpose for which it will be employed;				
<input type="checkbox"/>	<input type="checkbox"/>	5) All equipment supply cords are an approved type and are suitable for the intended use and secured with proper strain relief;				
<input type="checkbox"/>	<input type="checkbox"/>	6) All equipment supply cords have been subject to push, pull and turn tests;				
<input type="checkbox"/>	<input type="checkbox"/>	7) All supply grounds are connected to a chassis ground, separate from all other grounds and bonds (bare metal contact is required, i.e. no painted surfaces);				
<input type="checkbox"/>	<input type="checkbox"/>	8) Bonding conductors are not terminated by mechanical means being used for securing electrical components to the enclosure;				
<input type="checkbox"/>	<input type="checkbox"/>	9) A Ground Conductor is present in all flex raceways to remote components;				
<input type="checkbox"/>	<input type="checkbox"/>	10) All safety devices are the approved type and suitable for their intended use (Examples are: main door disconnect switches, fuses, fuse holders, overloads, circuit breakers, emergency-stops);				
<input type="checkbox"/>	<input type="checkbox"/>	11) All fuses are marked as to the type and rating adjacent to fuse holder;				
<input type="checkbox"/>	<input type="checkbox"/>	12) All exposed (bare) live parts are guarded against accidental contact, per Canadian Electrical Code Rule 2-202				
<input type="checkbox"/>	<input type="checkbox"/>	13) Enclosures are labeled "Disconnect Supply before Servicing";				
<input type="checkbox"/>	<input type="checkbox"/>	14) Enclosures with more than one supply are marked "This unit has more than one supply. Disconnect all supplies before servicing.";				

This information is collected under the authority of *The Power Engineers Act* to be used for examination and licensing purposes. Your personal information is protected by *The Freedom of Information and Protection of Privacy Act*. If you have questions about the collection of information, contact the Office of the Fire Commissioner, 508-401 York Avenue, Winnipeg, MB R3C 0P8 or call (204) 945-3373.

