Service Connection Test – Multimeter – Meters in Multiple Master Meter Panels

Testing must be completed by a licensed electrician

Pre-testing verification and visual checks			
Site address			
		w/o #:	
1.	Test instruments. Confirm correct operation and record calibration date (c/d) and serial no (s/n) of each test instrument.		Tick
Electrical Installation Tester (*with memory)		Volt meter	Impedance meter
s/n:		s/n	s/n
c/d: DD / MM / YYYY		c/d: DD / MM / YYYY	c/d: DD / MM / YYYY
2.	Establish an Independent Earth > 2m from the installation.		Tick
3.	Test for voltage between the meter panel/enclosure and the independent earth (< 6V).		Tick, N/A
4.	Confirm that the installation has been energised.		Tick
5.	Record the label inscription on Customer main switch:		
6.	Ensure that the Customer main switch is OFF and has a 'Do not access or alter' or 'Out of service' warning tag attached.		Tick
7.	Ensure that the meter protection fuses are removed and a 'Do not access or alter' or 'Out of service' warning tag is attached. Test for voltage at the meter tails.		Tick
Fitting the meter and initial checks			
8.	Fit the new meter. Connect the meter neutral into the **line neutral** terminal at the meter.		Tick
9.	Confirm continuity between the **meter neutral terminal** and the installation **main neutral bar** (should be 0Ω).		Tick
10.	Test the MEN connection by confirming continuity between the **meter neutral terminal** and the installation **main earth bar** (should be 0.5Ω). If the MEN connection cannot confirmed, do not proceed until MEN connection has been installed and verified.		Tick
11.	Check continuity per phase between Meter LINE active tails and the meter protection fuse.		Tick
12.	Check continuity per phase between Meter LOAD active tails and customer main switch.		Tick

Energise and testing					
13.	Connect LINE actives to the line active meter terminals				Tick
14.	Remove the "Out of Service" warning tag or "Do not access or alter" warning tag. Energise the meter by replacing the meter protection fuse(s)				Tick
15.	Test phase rotation and record the result	1 Ø	2 Ø	3 Ø	
16.	**Phase to phase voltages:** Test and record at the kWh meter. (Expected results 390–440V)	**Red-White**	**Red-Blue**	**White-Blue**	
		V	V	V	
	Voltages: Test and record voltage between:	**Red Ø 1**	**White Ø 2**	**Blue Ø 3**	
	1. LINE Active(s) and Neutral at the kWh meter terminals (225–255V)	V	V	V	
	2. LINE Active(s) at the kWh meter terminals and Independent earth (225–255V)	V	V	V	
	Line Impedance: LINE Neutral and LINE Active(s) at the kWh meter terminals (<1Ω)	Ω	Ω	Ω	
Note: If any of the results are outside of the expected results, then the fault must be found and corrected before proceeding.					
17.	Perform a load test on each phase at the kWh meter load terminals (active(s)-neutral) to prove correct operation of the meter. Ensure the meter pulse indicator pulses when load is applied.				Tick
18.	Remove meter fuses and test that the meter is de-energised. (0V Active-Neutral)				Tick
19.	Connect LOAD actives to meter. Take care to ensure that the tails are NOT transposed.				Tick
20.	Confirm new meter is wired correctly; (1Ø – ANNA) or (3Ø – AA AA AA NN)				Tick
21.	Ensure all the conductors are checked for tightness (pull test).				Tick
22.	Replace the meter fuses.				Tick
23.	Test for voltage between the metal enclosure and the independent earth (<6V). If equivalent to supply voltage, remove fuses immediately.		V		N/A
24.	Leave customer main switch in 'OFF' position with 'Out of Service' warning tag attached.				Tick
25.	Ensure all covers are reinstated and secured, and all correct labels have been applied. Seal the KWh meter.				Tick
26.	Confirm correct operation of each test instrument.				Tick
Comments					

Declaration		
Tester I, _____ (name) certify that: a. I carried out tests 1 to 26 in this SCT form properly and in sequence b. The test results recorded in this SCT form are all true and correct c. All the service apparatus installed or replaced and tested is in a safe and fit condition for supplying electricity to the service address	Signed (Tester)	NAC #
	Date DD / MM / YYYY	Time HH / MM