

Service Connection Test Form

All tests must be carried out in accordance with AS 4741: 2010 and the Service Connection Test Guideline (EDM 53525817)

Failure to follow the steps in this form could cause hazardous voltages in the installation resulting in a Fatality Risk.

INSTALLATION ADDRESS						DATE OF TEST	
Existing meter number				New meter number		W/O#	
DIRECT ☐	DISTRIBUTED ☐	MMM ☐	UMS ☐	CT ☐	ANNA ☐	AA AA AA NN ☐	
Test Instrument type		PAT Id or Serial No			Calibration date		
Only enter values in the relevant sections and N/A all others not required. For multi master metering installations where there is already a meter connected only carry out voltage and load tests - NO IMPEDANCE TEST is required.							
1.	Conduct a touch voltage test from independent earth (> 2.0m from the customer's earthed equipment) to metallic structure of installation (Metal meter box, customer's water tap, or load neutral point on supply meter) <6v AC						VAC
2.	Confirm position of customer's main switch (on/off)						ON OFF
3.	Confirm phase rotation prior to isolating supply (clockwise, anticlockwise, A-B-C, 1-2-3)						
4.	Isolate customer's main switch; remove or isolate SPD or meter fuses. For remote main switch installations remove the load active(s)						☐
5.	For direct metering remove LOAD neutral from the meter terminal. For Multiple Master and CT metering installations remove the LINE neutral from the MEN/Neutral link bar						☐
I the undersigned, hereby certify that I have performed the tests above, and confirm that the service connection has been left in a safe state.							
Tester Name:		BNA:		Signature:			
6.	For Direct metering ONLY reinstate the SPD						☐
7.	Confirm phase rotation same as STEP 3 (clockwise, anticlockwise, A-B-C, 1-2-3)						
8.	Line impedance, polarity, and voltage test (at meter position or SPD) Connect test leads to line active, line neutral and independent earth. Measure and record results in the table below:						
Test		Acceptable Range	RED or Single-phase	WHITE	BLUE		
V - Line Active – Neutral		226V to 254V	V	V	V		
V - Line Active – Independent Earth		226V to 254V	V	V	V		
Z - Line Active – Neutral		<1.0Ω	Ω	Ω	Ω		
Z - Line Active – Independent Earth		<10kΩ	kΩ	kΩ	kΩ		
V - Line Active to Metal Meter Enclosure		Within 5V of V - Line Active-Neutral	V	NA			
V - Line Active – Load Neutral/ Pre-1976 earth wire		Within 5V of V - Line Active-Neutral	V				
V - Line Neutral – Load Neutral/ Pre-1976 earth wire		<6V	V				
Split Phase to Phase Volts (if applicable)		451V to 509V	V				
3 - Phase Volts (if applicable)		390V to 440V	V R/W	V W/B	V B/R		
9.	For Direct metering ONLY remove the SPD						☐
10.	Reinstate LOAD neutral to the meter terminal. For Multiple Master and CT metering installations reinstate the LINE neutral to the MEN/Neutral link bar. For remote main switch reinstate load active.						☐
11.	ENSURE ALL CONNECTIONS ARE SECURE (TUG/PULL TEST)						☐
12.	Reinstate supply. Using a load tester perform a meter function test (including L1 - N terminal if applicable).						☐
13.	Confirm position of Customers Main Switch as in STEP 2 (Leave OFF if steps 3 and 7 not completed)						ON OFF
14.	Conduct a touch voltage test from independent earth (> 2.0m from the customer's earthed equipment) to metallic structure of installation (Metal meter box, customer's water tap, or load neutral point on supply meter) <6v AC						V
I the undersigned, hereby certify that I have performed the tests above, and confirm that the service connection is safe and correctly connected to the network.							
Tester Name:		BNA:		Signature:			
Comments:							