Inspection / Maintenance Site Form

APC-MGE SERVICE REPRESENTATIVE:			
Company:	COTEL SAS	Service Order Number:	
Company Address:	Cra 49 # 102A-43	Service Engineer:	
City:	BOGOTÁ DC.	State:	Bogotá
Date of Service:	10/09/2025		
Service Start Time:	8:00	Service End Time:	17:00
# Hours on Site:	8 horas	Total Travel Time:	

LOCATION OF THE SYSTEM:					
Unit Type:	GALAXY VM		Serial Number:	ID14230000358	
Company Name:	AERONAUTICA CIVIL		Telephone:		
Street Address:	AEROPUERTO INTERNACIONAL EL DORADO - TORRE DE CONTROL CATAM				
City:	BOGOTÁ DC.	State:		Zip Code:	
Location:	CUARTO DE POTENCIA DATACENTER PRINCIPAL				
Contact Name:					
Alt. Cont. Name:					

INSTALLING ELECTRICIAN:			
Company Name:			
Electrician Name:		Telephone :	

AUTHORIZATION TO PERFORM SERVICE/MAINTENANCE:	
Contact Signature:	
Date:	

SERVICE BULLETINS: Perform any outstanding Service Bulletins at the time of start-up and document below.

ENVIRONMENT:	
1. Record the type of room in which the system is located.	Yes
2. The system environment is within the operating conditions specified in the *Installation* manual.	Yes
3. Record any abnormalities in the environment in the space provided below:	
4. Record the room ambient temperature. Specify Celsius or Fahrenheit.	22°
5. The system has the proper service clearance, as specified in the *Installation* manual.	Yes
6. The system has been inspected for any signs of damage.	Yes
7. Record any customer concerns about the system in the space provided below:	N/A
8. The proper airflow of the fans have been verified and the UPS Event Log has been checked for "fan fault" alarms.	Yes

IR SCAN:	
1. The accessible I/O terminations of the UPS have been checked with a non-contact temperature probe.	Yes
2. None of the I/O terminations of the UPS are excessively warm.	No
3. The accessible terminations at the PDU-XR terminal block have been checked using a non-contact temperature probe.	N/A
4. None of the PDU-XR terminations are excessively warm.	N/A
5. An IR scan has been performed at the PDU-XR load breakers (PDM).	N/A
6. None of the PDU-XR load breakers are excessively warm.	No
7. Record any questionable temperature differences in the space provided below and provide an explanation, if possible:	
ok.	

VOLTAGE/CURRENT CHECKS:

1. Record the input voltage for each phase at the UPS terminal block.

L1	L2	L3
280Vac	275Vac	282Vac

2. Record the phase-to-phase input voltages at the UPS terminal block.

L1-L2	L2-L3	L3-L1
481Vac	481Vac	480Vac

3. Record the current readings for each phase at the UPS terminal block.

L1	L2	L3
13A	12A	13A

4. The voltage and current readings displayed through the PowerView are within 5% of the actual measured voltages.	Yes
5. Note any discrepancies between the PowerView readings and actual readings in the space provided below.	

POWERING DOWN THE SYSTEM IN PREPARATION FOR CLEANING:	
1. The UPS has been placed into static bypass operation via the PowerView display interface.	No
2. The critical load has been placed on utility power using the external maintenance bypass switch.	No
3. The Q3 breaker on the PDU-XR has been closed.	N/A
4. The Q2 breaker on the PDU-XR has been closed.	N/A
5. The MIM, RIM, and NMC logs have been downloaded to attach to the InTouch Activity.	Yes
6. The logs have been cleared once the downloaded copy has been verified.	No

SYSTEM CHECKS--NO VOLTAGE:	
1. All of the wiring and terminations entering and leaving the UPS, PDU-XR, and XR Battery Enclosure(s) have been visually inspected.	Yes
2. The control wires inside of the UPS have been checked to ensure that they are properly seated and undamaged.	Yes
3. All of the dust has been cleaned from the system. Note any excessively dirty areas or debris found in the space provided below.	Yes
4. All wiring connections in the system are properly torqued according to the specifications in the *Installation* manual.	Yes
5. Any PDU-XR load breakers deemed excessively warm have been inspected to resolve any issues.	N/A
EXTERNAL RUNTIME BATTERY ENCLOSURES CHECK:	
1. The DC wiring between the UPS and XR Enclosure is properly terminated.	Yes
2. The XR Enclosures are properly cascaded, if applicable.	Yes
3. The DC wiring between the UPS and PDU-XR is properly terminated.	Yes
SYSTEM CHECKS--WITH VOLTAGE:	
1. The UPS mains input has been turned on and the start-up procedure completed.	Yes
2. The UPS has been started in battery operation.	No
3. The UPS transfers to Normal operation when mains is restored.	Yes
4. The actual UPS voltages are within 5% of the UPS display voltages.	Yes
5. The system properly transfers into Battery operation when mains input is removed and there is no disturbance on the UPS output waveform.	Yes
6. The system properly transfers into Normal operation when mains input is restored and there is no disturbance on the UPS output waveform.	Yes
7. The UPS has been placed into Static Bypass operation and there is no disturbance on the UPS output waveform during the transfer.	N/A
8. The UPS has been returned to Normal operation and there is no disturbance on the UPS output waveform during the transfer.	Yes
9. The UPS has been placed into Static Bypass via the PowerView display interface.	Yes
10. The Q2 breaker on the PDU-XR has been closed and the Q3 breaker has been opened.	Yes
11. The system supports the customer load.	Yes
FINAL UPS AND PDU-XR CHECKS:	
1. The UPS has been placed into Maintenance Bypass Operation.	Yes
2. Any covers that may have been removed during the procedure have been re-installed.	Yes
3. The system properly transfers between all modes of operation with the covers re-installed.	Yes
4. The critical load has been changed back to UPS power.	Yes
FINAL INSPECTION:	
1. All APC accessories are properly communicating with the ISX Manager, if applicable.	Yes
2. The UPS has been tested with the generator, if applicable.	N/A
3. The UPS properly synchronizes to the generator, if applicable.	N/A
4. All active alarms have been verified via the PowerView with the system running in Normal operation.	Yes
5. Document any abnormalities encountered during the Preventive Maintenance Visit in the space provided below:	
6. An Unscheduled Maintenance Site Form has been completed if any problems were found during the Preventive Maintenance.	N/A
7. Record any additional comments in the space provided below:	

Se realiza visita técnica para el mantenimiento preventivo de la UPS Marca:Schneider Modelo:Galaxy VM N/S:ID1423000358 Capacidad:225KVA

Revisando y evaluando los siguientes parámetros de la UPS antes de intervenir:

-Alarmas: se encuentra UPS sin alarmas activas en su display ni auditivas
-Display: Se verifica el funcionamiento del táctil en buen estado.
-Led's: Se verifica el funcionamiento de sus led's informativos en óptimo funcionamiento.
-Módulo de Potencia: La UPS cuenta con 6 módulos en óptimo funcionamiento para un respaldo de 225KVA
-Byppas: En óptimo funcionamiento por parametros de display
-Ventiladores: Todas sus 16 Unidades de la Marca:NMB Modelo:12033VA-24Q-EUE Tensión:24V-DC 1.40A, funcionamiento correctamente
-Conexiones y componentes: todas sus conexiones eléctricas y electrónicas se encuentran en óptimo estado
-Cableado: su cableado de alimentación y salida se encuentran en buenas condiciones y conexiones
-Tarjetas: sus tarjetas se encuentran en óptimo estado y funcionamiento.
-Baterías: La UPS cuenta con 1040 unidades de la marca: CSB Referencia:HR 1221W F2
-Autonomia de Baterías: arrojando por display una Autonomía aproximada de 24Horas 25Minutos .

-Procedimiento de Mantenimiento:
-Ventiladores:Se procede a la extracción de su kit de ventiladores para su su devido mantenimiento, verificación y limpieza
Cargador y Lógica de UPS funcionan correctamente.
-Filtros Aires: Se retiran su Kit de filtros los cuales se encuentran demasiado deteriorados sin vida util de mas uso
-Baterías: Se celecciona ciertas baterías de sus 1040 , encontrandolas en perfeto estado
-Conectividad: Se realiza la respectiva conectividad a UPS atraves del Tuner descargandos sus respectivos logs de eventos y reporte.
-Línea de Vida Util: Se verifica por el Tuner que la UPS se encuentra con sugerencia de cambio de los siguientes componentes; Kit de Filtro de aíre, Kit de Ventiladores, Display, Renovación de Garantia. Todo con fecha de vencimiento de Septiembre/2025
-Test de Baterías: se realiza el respectivo test de baterías por medio del tuner con una corriente de descarga 2.7Adc y una tensión de 537Vdc con una autonia de 38Horas y 2Minutos.

Cargador y Logita operan correctamente.

Quedando UPS en funcionamiento para una capacidad de carga de soporte 225KVA con una carga del 1%

8. Any problems located with the electrical installation have been discussed with the customer.	N/A

Customer Signature: _____ **Date:** _____

APC-MGE Signature: _____ **Date:** _____

Registro fotografico













