

1 **Q. Describe how (what software) and who schedules and tracks protective relay**
2 **periodic testing. Who is directly responsible and who is ultimately responsible for**
3 **completing relay testing consistent with schedules? Are relay records recorded in a**
4 **computer program? Are relay test sheets hand written or via a computer program?**
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6 A. Protective relay testing is scheduled and tracked through work orders in the Avantis
7 application.¹
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9 Substation inspection and preventative maintenance activity, including the scheduling
10 and tracking of protective relay testing, is monitored by an Asset Maintenance
11 Coordinator. The Engineering Technologist responsible for substation maintenance work
12 planning is directly responsible for scheduling maintenance staff to complete relay
13 testing. Accountability for substation inspections and preventative maintenance activity,
14 including the scheduling and tracking of protective relay testing, is the responsibility of
15 the Superintendent System Control and Electrical Maintenance.
16

17 The test set used to complete relay testing generates a report which is attached
18 electronically to the completed Avantis Work Order.

¹ Avantis is the asset management system used by Newfoundland Power to track all inspection and maintenance activities. For a description of how asset management personnel monitor the completion of inspection and maintenance activity see the response to Request for Information PUB-NP-136.