16195S01 - Electrical Identification
Guidelines for Naming Power Distribution System Components

The purpose of this standard is to establish consistency in the naming of components in the electrical distribution system and to allow flexibility in obtaining maintenance history information. It is intended to provide easy identification of a component's location, power supply, and load information from the equipment label solely and to make it easy to trace equipment power sources and loads for maintenance purposes. The following guidelines should apply in almost all cases for panels with an Amp rating greater than 200. For those items which cannot be produced from these guidelines, then further guidance should be obtained from the appropriate electrical systems supervisor.
Any label that belongs to equipment within the emergency power subsystem shall be RED with white lettering. All other labels shall be BLACK with white lettering. Additionally, all labels will have at least two lines—one designating the component name and the other designating the component's power source. In the case of a component with multiple feeds, there shall be separate line for each power source component name.

Definitions:
T (Transformer) => transformer.
SWGR (Switchgear) => electrical switching gear which consists of cam operated knife switches that can be operated either manually or electrically or both with amperage capacities greater than 1000 amps.
SWBD (Switchboard) => electrical distribution boards which contain 3 phase, stored-energy breakers which distribute power to other distribution panels or directly to large loads.
ATS (Automatic Transfer Switch) => stand-alone electrical transfer switches which maintain power to critical building loads. In the event of a loss of normal power, these switches will start the associated emergency generator and switch its load's power feed to the generator.
MCC (Motor Control Center) => electrical distribution boards which house the electrical controllers for the loads which they feed. Example loads are usually fans and pumps.
DP (Distribution Panel) => electrical distribution panel which is an integral part of a switchboard or switchgear but has its own isolation circuit breaker.
P (Panel) => electrical distribution panels with manually operated circuit breakers which feed other distribution panels or directly to loads. These are generally the last distribution panel before the load.
N (Normal power system) => annotates that the associated component is part of the Normal Power distribution system and receives no backup power from the Emergency Power distribution system.
E (Emergency power system) => annotates that the associated component is part of the Normal Power and Emergency Power distribution systems. In the event of a loss of the supply from the normal power system, the component will receive power from the emergency power system.
BKR (Breaker) => switch which interrupts or establishes power flow to its associated load.
DISC (Disconnect Switch) => manually operated knife switch which interrupts or establishes power flow to its associated load.

Format:
The components will be labeled using the following format:

ID: Building/Floor/Room/System/Subsystem/Component
Fed from: Building/Floor/Room/System/Subsystem/Component/

Each field has a specified number of characters and is defined as follows:

Building (4 numeric characters) => the building number, as defined by the university, in which the system is in.

Floor (2 characters) => the floor on which the component is located; use "0G" for the ground floor and "SB" for the sub-basement.

Room (up to 5 capitalized characters) => the room in which the component is located; if component is in a corridor use "CORR".

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System (up to 3 capitalized characters) => the system to which the component belongs (in this case it will be EDS for electrical distribution system).

Subsystem (up to 3 capitalized characters) => the subsystem to which the component belongs (in this case it will be Normal (N) or Emergency (E)).

Component (up to 5 capitalized alpha and/or numeric characters) => the component sequence number given to the component to distinguish it from other components in the system.

Examples:

A typical distribution panel on the second floor of the main hospital in room H-201 might be labeled 0293/02/H201/EDS/N/P-1.

A motor control center in the penthouse of the Combs building might be labeled 0096/04/PH/EDS/N/MCC-1.

A breaker on the main switchboard in N-19 might be labeled as 0293/07/PH/EDS/N/MCC2 for the load designation and 0293/0G/N19/EDS/N/SWBD3/BKR-3 for the source designation.

NOTE: The component identification number, or sequence number, is just a simple numbering of similar equipment on the same floor numbered from left to right as seen on the electrical distribution riser diagram provided by the architects. Therefore, it is important to note the building and floor when referring to a component to determine its location. If the components to be labeled are existing equipment or new equipment in an existing building, the component sequence number should be obtained from the appropriate electrical systems supervisor. If the equipment is being installed as part of a new building construction project, then the contractor may determine the sequence numbers.