

# SIEMENS Busway Order Entry Checklist

Note: Submit one checklist for each busway run.

Date Submitted: \_\_\_\_\_  
Purchase Order #: \_\_\_\_\_  
Project Name: \_\_\_\_\_  
Submitted By: \_\_\_\_\_  
Sales Engineer: \_\_\_\_\_  
\_\_\_\_\_ Released \_\_\_\_\_ Hold for Release  
Run Designation: \_\_\_\_\_  
Busway Catalog #: \_\_\_\_\_  
Service: \_\_\_\_\_ Phase \_\_\_\_\_ Wire \_\_\_\_\_ Volts \_\_\_\_\_ Amps  
Conductor: \_\_\_\_\_ Cu \_\_\_\_\_ Al \_\_\_\_\_ "M" Rated \_\_\_\_\_ "L" Rated  
Neutral: \_\_\_\_\_ None \_\_\_\_\_ 100% \_\_\_\_\_ 200%  
Ground: \_\_\_\_\_ Case \_\_\_\_\_ Internal \_\_\_\_\_ Isolated  
IP Rating \_\_\_\_\_ IP40 (Indoor)  
\_\_\_\_\_ IP55 (Splash Proof)  
\_\_\_\_\_ NEMA 3R (Outdoor)

Shipping Instructions:  
\_\_\_\_\_ Ship complete \_\_\_\_\_ Ship partial

Special Shipping Requirements: \_\_\_\_\_

Ship not before date: \_\_\_\_\_

Drawing Requirements:  
\_\_\_\_\_ Approval drawings \_\_\_\_\_ # copies:  
\_\_\_\_\_ Record drawings \_\_\_\_\_ # copies:

## A) Engineering Information

Check applicable information and be sure it is shown on accompanying drawing.

1. \_\_\_\_\_ Drawing Attached (Required)
2. \_\_\_\_\_ Estimate Sheets Attached (Required)
3. \_\_\_\_\_ Dimensions from walls, column lines, etc.
4. \_\_\_\_\_ Wall, floor, roof thickness and pitch
5. \_\_\_\_\_ Floor Elevations  
\_\_\_\_\_ Floor to floor  
\_\_\_\_\_ Floor to ceiling
6. \_\_\_\_\_ Wall Locations
7. \_\_\_\_\_ Equipment Pads shown: Height: \_\_\_\_\_
8. \_\_\_\_\_ Existing busway to be extended
  - a) \_\_\_\_\_ Phasing
  - b) \_\_\_\_\_ Nameplate Information
  - c) \_\_\_\_\_ Match to competitor: Call the factory
9. \_\_\_\_\_ Special Switchboard Connection: Provide Details
10. \_\_\_\_\_ Phase transpositions: Provide phasing on drawing.
11. \_\_\_\_\_ Riser Bus
  - a) \_\_\_\_\_ Load side of bus plug (top or bottom)
  - b) \_\_\_\_\_ Required distance from floor to top of panel/plugs
  - c) \_\_\_\_\_ Meter Bank (center line of tap stack)
  - d) \_\_\_\_\_ Barriers and/or floor supports
12. \_\_\_\_\_ Transformer Connections
  - a) \_\_\_\_\_ Standard XFMR Service Heads  
\_\_\_\_\_ 1-three phase  
\_\_\_\_\_ 3-single phase
  - b) Special drawing required  
\_\_\_\_\_ Dimensions between phases  
\_\_\_\_\_ LV spade detail including drilling and thickness  
\_\_\_\_\_ Dimension of the LV spade from tank wall  
\_\_\_\_\_ Throat opening and hole pattern (if any)
13. \_\_\_\_\_ Utility Vault Connection Utility Type: \_\_\_\_\_  
\_\_\_\_\_ Drawing Attached
14. End Cable Tap Box
  - \_\_\_\_\_ Horizontal
  - \_\_\_\_\_ Vertical
  - \_\_\_\_\_ Standard Lugs
  - \_\_\_\_\_ Special Lug Requirements  
No. \_\_\_\_\_ Size \_\_\_\_\_ per phase & neutral  
No. \_\_\_\_\_ Size \_\_\_\_\_ per ground
15. \_\_\_\_\_ Busway Mounting position in reference to floor:



Flatwise



Edgewise

## B) Specifications (Check or fill appropriate blanks)

1. \_\_\_\_\_ Standard busway meets specifications
2. \_\_\_\_\_ Exception to specifications
  - a) Short circuit withstand \_\_\_\_\_ Ampere Symmetrical
  - b) Voltage Drop Requirement \_\_\_\_\_
  - c) Temperature-rise requirement \_\_\_\_\_
  - d) Current density requirement \_\_\_\_\_
  - e) Special Paint: Provide paint chip \_\_\_\_\_
  - f) Other: \_\_\_\_\_

Exception to electrical specifications: Call the factory.

Other Notes: \_\_\_\_\_

