



# Tip Of The Week

**March 22, 2010**

## Don't throw those instructions away!

Manufacturer's Literature File...where is yours?

Where are you storing your manufacturer's data sheets? On visits to various facilities we found many data sheets located inside the switchgear's empty cubical where an electrical component was recently replaced in that particular motor control center. Seems like as good a place as any to store them, right? Wrong!

What program have you put into place to file your Manufacturer's Data sheets? You know, those folded up sheets that are included with all of the electrical components you have purchased over the years. There is a wealth of information available on the sheets. Develop a central location or binder for the sheets that come with each push button, relay, contact overload heater, or any other small component that you have had to install or replace over the years. Keeping this information in one central location will result in you having a great reference tool. Soon you will begin to wonder how you ever got along without this valuable reference library.

You are invited to submit an Electric Motor Testing Tip of your own and receive a free PdMA mug or hat if we publish it! Contact Lou at 813-621-6463 ext. 126 or [lou@pdma.com](mailto:lou@pdma.com).

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