

Galaxy 300 and Galaxy 300i

10-40 kVA 380/400/415 V

Receiving and Unpacking

07/2016



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Electrical equipment should be installed, operated, serviced, and maintained only by qualified personnel. No responsibility is assumed by Schneider Electric for any consequences arising out of the use of this material.

As standards, specifications, and designs change from time to time, please ask for confirmation of the information given in this publication.

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Important Safety Instructions — SAVE THESE INSTRUCTIONS

Read these instructions carefully and look at the equipment to become familiar with it before trying to install, operate, service or maintain it. The following safety messages may appear throughout this manual or on the equipment to warn of potential hazards or to call attention to information that clarifies or simplifies a procedure.



The addition of this symbol to a “Danger” or “Warning” safety message indicates that an electrical hazard exists which will result in personal injury if the instructions are not followed.



This is the safety alert symbol. It is used to alert you to potential personal injury hazards. Obey all safety messages with this symbol to avoid possible injury or death.

DANGER

DANGER indicates a hazardous situation which, if not avoided, **will result in death or serious injury.**

Failure to follow these instructions will result in death or serious injury.

WARNING

WARNING indicates a hazardous situation which, if not avoided, **could result in death or serious injury.**

Failure to follow these instructions can result in death, serious injury, or equipment damage.

⚠ CAUTION

CAUTION indicates a hazardous situation which, if not avoided, **could result in** minor or moderate injury.

Failure to follow these instructions can result in injury or equipment damage.

NOTICE

NOTICE is used to address practices not related to physical injury. The safety alert symbol shall not be used with this type of safety message.

Failure to follow these instructions can result in equipment damage.

Please Note

Electrical equipment should only be installed, operated, serviced, and maintained by qualified personnel. No responsibility is assumed by Schneider Electric for any consequences arising out of the use of this material.

A qualified person is one who has skills and knowledge related to the construction, installation, and operation of electrical equipment and has received safety training to recognize and avoid the hazards involved.

Safety Precautions

⚠ WARNING

HAZARD OF ELECTRIC SHOCK, EXPLOSION, OR ARC FLASH

- Do not unpack the units before the time of installation.
- Cover the units and store the units in a temperature controlled indoor environment free of conductive contaminants and humidity, where the units are protected from moisture until the time of start-up. Moisture inside the cabinet can create hazardous short circuits.

Failure to follow these instructions can result in death, serious injury, or equipment damage.

NOTICE

RISK OF EQUIPMENT DAMAGE

- Wait until the system is ready to be powered up before installing batteries in the system. The time duration from battery installation until the UPS system is powered up must not exceed 72 hours or 3 days.
- Batteries must not be stored more than six months due to the requirement of recharging. If the UPS system remains de-energized for a long period, Schneider Electric recommends that you energize the UPS system for a period of 24 hours at least once every month. This charges the batteries, thus avoiding irreversible damage.

Failure to follow these instructions can result in equipment damage.

Storage Conditions

Storage Temperature	Ambient Running Temperature	Relative Humidity	Altitude
-10 to 60 °C for UPS. -15 to 40 °C for batteries.	0 to 35 °C for batteries and UPS	0 to 90% Non-condensing	0 to 10000 m

⚠ CAUTION

HAZARD OF EQUIPMENT DAMAGE

The maximum storage time of the UPS is limited to six months due to the need for recharging the integrated batteries. If the UPS remains de-energized for a long period, we recommend that you energize the UPS for a period of 24 hours, at least once every month. This charges the battery, thus avoiding possible irreversible damage.

Failure to follow these instructions can result in injury or equipment damage.

Weights and Dimensions

Galaxy 300 UPS with Internal Batteries

	Height (mm)	Width (mm)	Depth (mm)	Weight without batteries (kg)	Max. weight with batteries (kg) ¹
3:3					
10–20 kVA	1300	400	950	135	380
30–40 kVA	1300	500	950	205	615
3:1					
10–15 kVA	1300	400	950	150	395
20 kVA	1300	500	950	190	440
30 kVA	1300	500	950	205	620

Galaxy 300 UPS without Internal Batteries

	Height (mm)	Width (mm)	Depth (mm)	Weight (kg)
3:3				
10–20 kVA	670	400	950	125
30–40 kVA	670	500	950	164
3:1				
10–15 kVA	670	400	950	135
20 kVA	670	500	950	144
30 kVA	670	500	950	170

Galaxy 300i UPS with Integrated Transformer

	Height (mm)	Width (mm)	Depth (mm)	Weight (kg)
3:3				
10–20 kVA	1300	400	950	329
30–40 kVA	1300	500	950	436
3:1				
10–15 kVA	1300	400	950	252

1. Actual weight depends on number of batteries and battery type

Galaxy 300i UPS with Integrated Transformer

	Height (mm)	Width (mm)	Depth (mm)	Weight (kg)
20 kVA	1300	500	950	300
30 kVA	1300	500	950	348

Battery Cabinets

	Height (mm)	Width (mm)	Depth (mm)	Weight without batteries (kg)	Max. weight with batt. (kg) ²
Galaxy 300 battery cabinet (1300 mm)	1300	660	850	105	610
1900 mm battery cabinet – narrow	1900	712	850	125	N/A
1900 mm battery cabinet – wide	1900	1012	850	150	N/A

Batteries

	Height (mm)	Width (mm)	Depth (mm)	Weight (kg)
For installation in the Galaxy 300 UPS Cabinet				
910-8013-006	100	65	151	2.55
910-0631	100	98	151	3.84
910-1209-004	98	65	151	2.7
For installation in the Galaxy 300 Battery Cabinets				
910-0631 ³	100	98	151	3.84
910-0633	178	130	196	11.33
910-1209-004 ³	98	65	151	2.7
910-0001	170	165	197	14.5
910-0632	174	166	350	23.8

-
2. Actual weight depends on number of batteries and battery type
 3. This battery is only suitable for the Galaxy 300 battery cabinet (1300 mm)
-

Shipping Weight and Dimensions

Galaxy 300 UPS with Internal Batteries

	Height (mm)	Width (mm)	Depth (mm)	Weight without batteries (kg)	Max. weight with batteries (kg) ⁴
3:3					
10–20 kVA	1395	800	1055	165	415
30–40 kVA	1395	800	1055	235	645
3:1					
10–15 kVA	1395	800	1055	180	430
20 kVA	1395	800	1055	220	470
30 kVA	1395	800	1055	235	650

Galaxy 300 UPS without Internal Batteries

	Height (mm)	Width (mm)	Depth (mm)	Weight (kg)
3:3				
10–20 kVA	750	800	1055	130
30–40 kVA	750	800	1055	171
3:1				
10–15 kVA	750	800	1055	140
20 kVA	750	800	1055	150
30 kVA	750	800	1055	176

Galaxy 300i UPS with Integrated Transformer

	Height (mm)	Width (mm)	Depth (mm)	Weight (kg)
3:3				
10–20 kVA	1395	800	1055	354
30–40 kVA	1395	800	1055	463
3:1				
10–15 kVA	1395	800	1055	277

4. Actual weight depends on number of batteries and battery type

Galaxy 300i UPS with Integrated Transformer

	Height (mm)	Width (mm)	Depth (mm)	Weight (kg)
20 kVA	1395	800	1055	327
30 kVA	1395	800	1055	375

Battery Cabinets

	Height (mm)	Width (mm)	Depth (mm)	Weight without batteries (kg)	Max. weight with batteries (kg) ⁵
Galaxy 300 battery cabinet (1300 mm)	1365	735	950	125	632
1900 mm battery cabinet – narrow	2030	825	970	150	N/A
1900 mm battery cabinet – wide	2030	1125	970	180	N/A

5. Actual weight depends on number of batteries and battery type

Receiving

External Inspection

When the shipment arrives, inspect the shipping material for any signs of damage or mishandling. Check tilt and impact indicators. Do not attempt to install the system if a damage is apparent. If any damage is noted, contact Schneider Electric and file a damage claim with the shipping agency within 24 hours.

Compare the components of the shipment with the bill of lading. Report any missing items to the carrier and to Schneider Electric immediately.

Verify that labelled units match the order confirmation.

Move to Installation Site

▲ CAUTION

HAZARD OF PERSONAL INJURY

Do not lift heavy loads without assistance. Refer to national regulations for lifting.

Failure to follow these instructions can result in injury or equipment damage.

▲ CAUTION

HAZARD OF TILTING

If the UPS is without batteries, be careful when pushing the cabinet as the cabinet is now top-heavy and can tip easily.

Failure to follow these instructions can result in injury or equipment damage.

NOTICE

HAZARD OF EQUIPMENT DAMAGE

When packed, do not tip the cabinet more than 10° as it will cause damage to the cabinet.

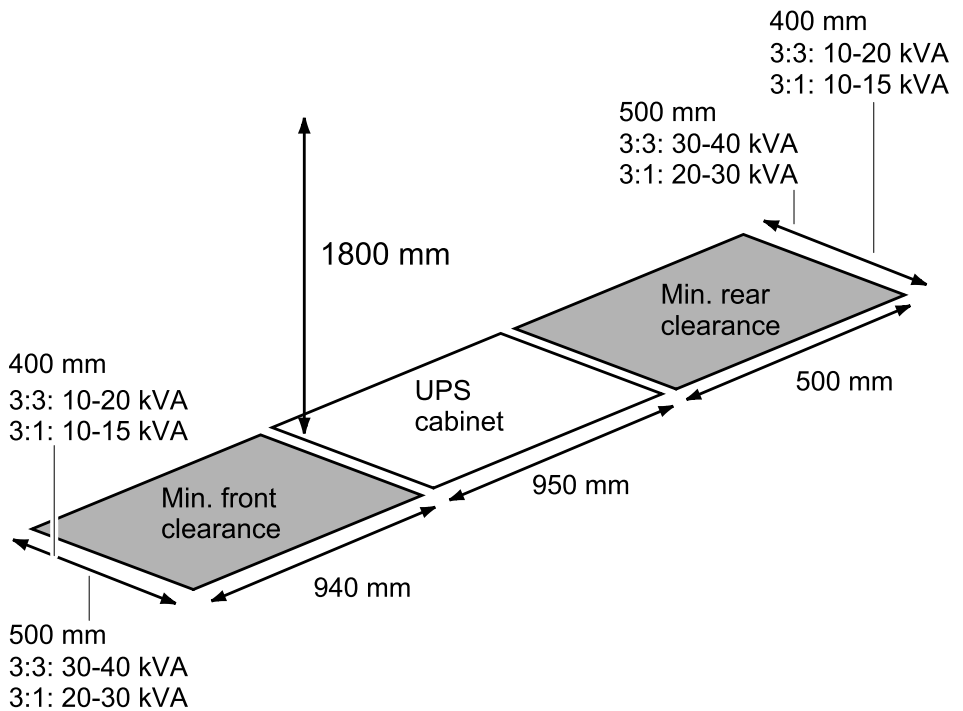
Failure to follow these instructions can result in equipment damage.

Space Considerations

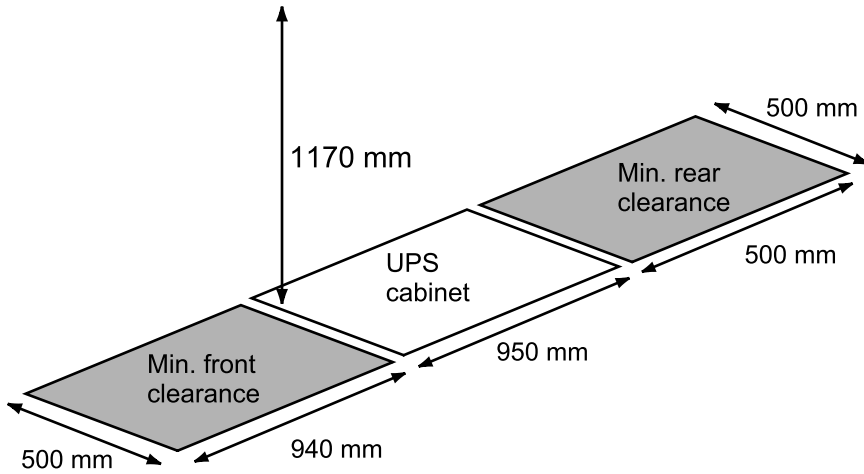
NOTE: Clearance dimensions are published for airflow and service access only. Consult with the local safety codes and standards for additional requirements in your local area.

NOTE: Rear service clearance must comply with applicable national and local codes. 500 mm rear service clearance is recommended.

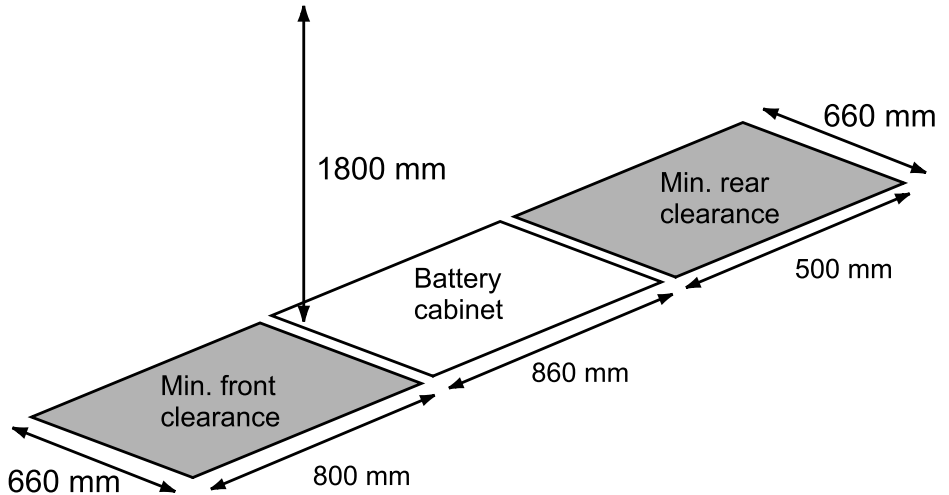
Clearance Dimensions for UPS with Internal Batteries



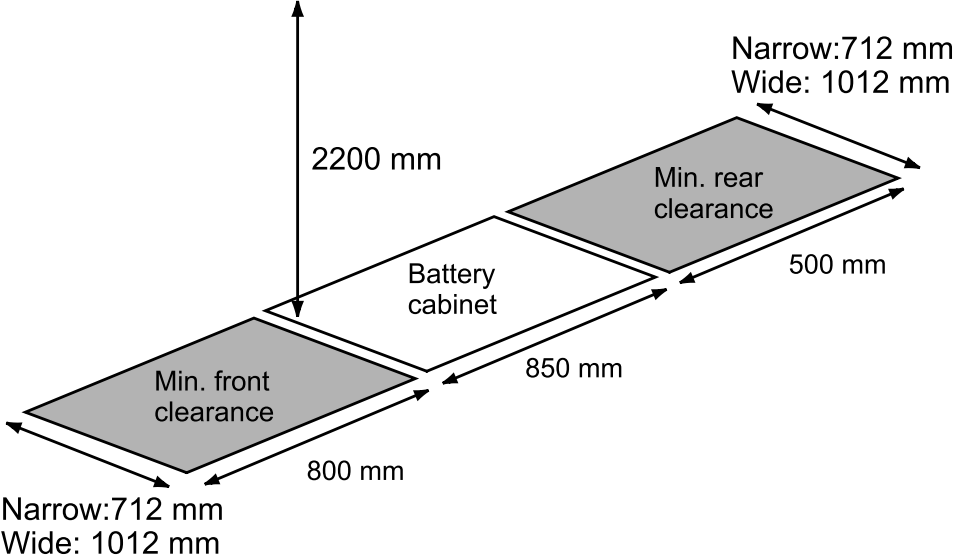
Clearance Dimensions for UPS without Internal Batteries



Clearance Dimensions for 1300 mm Battery Cabinet



Clearance Dimensions for 1900 mm Battery Cabinet



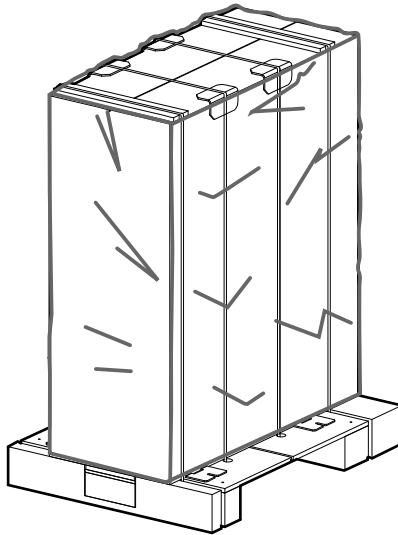
Unpacking

UPS Cabinet

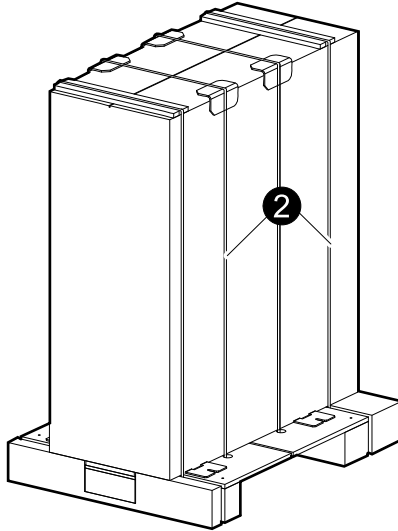
NOTE: The images show the UPS with internal batteries. The procedure is identical for the UPS without internal batteries.

NOTE: The shipping materials are recyclable. Save them for later use, or dispose of them appropriately. See *Environment*, page 29.

1. Remove the stretch film.

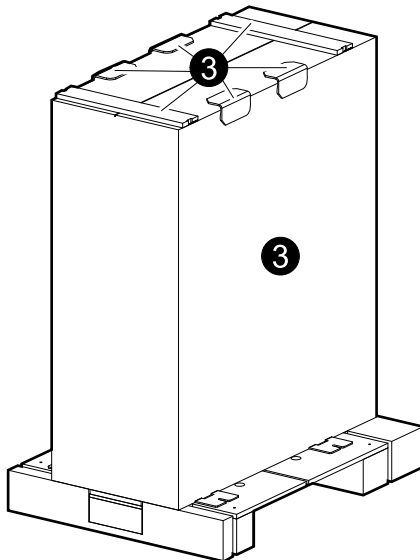


2. Cut the strappings.

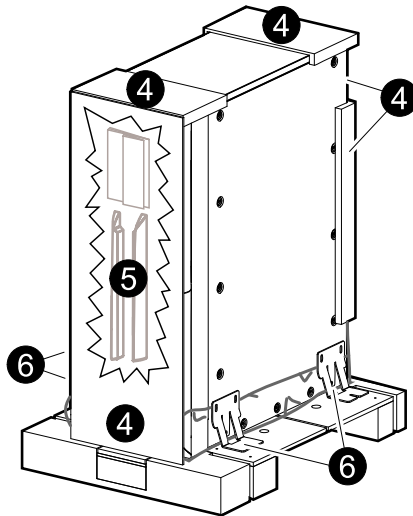


3. Remove the four plastic corner protectors, the two top plywood plates and the cardboard box.

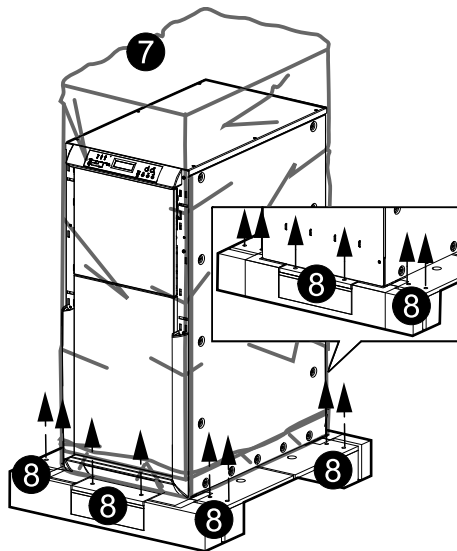
NOTE: Save the two plywood plates for later use.



4. Remove all the foam.

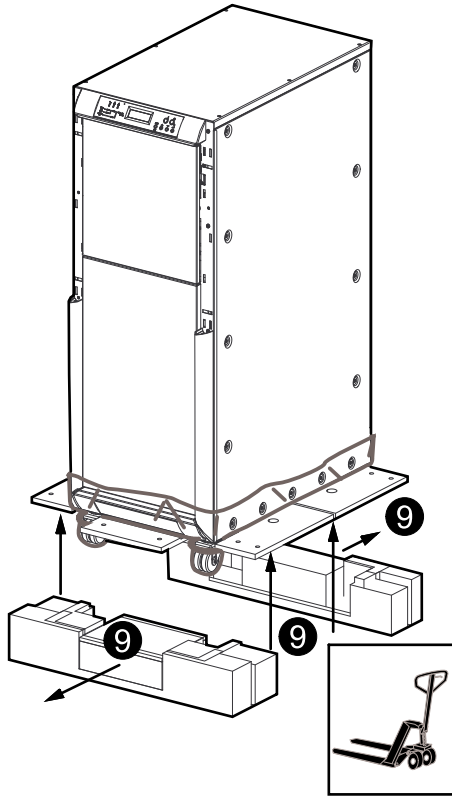


5. Remove the manuals and other accessories. For UPSs with internal batteries, save the two plastic side covers behind the front foam for later use.
6. Remove the anchoring brackets (if available).
7. Remove the plastic bag.

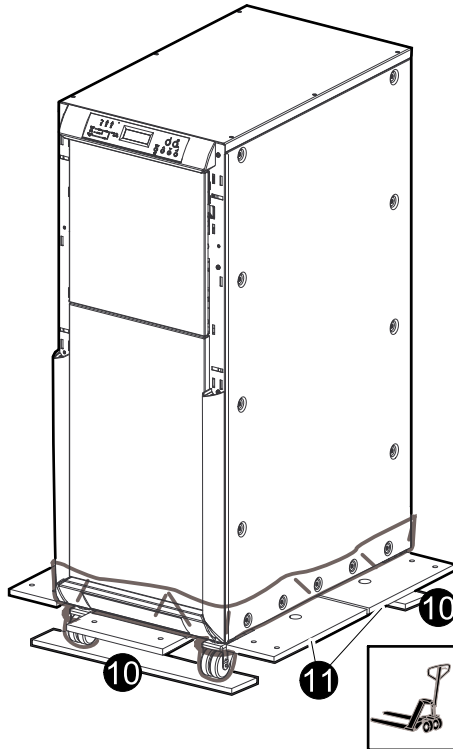


8. Remove the twelve screws on the bottom front and on the bottom back plate.

9. Lift up the cabinet with a forklift and remove the two pieces of plywood.

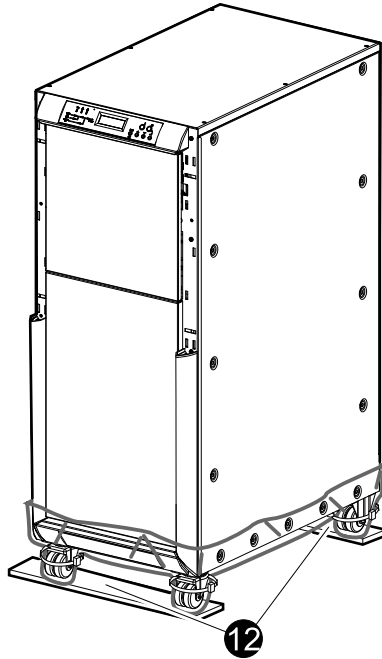


10. While still lifting up the cabinet with a forklift, place the two top plates of plywood (removed in step 3) under the casters, lower the cabinet onto the plywood plates and remove the forklift.



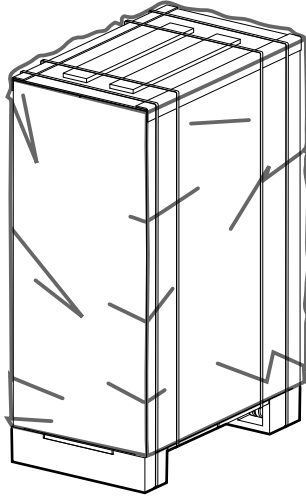
11. Loosen the four bolts under each of the two remaining plates and remove the plates.

12. Remove the plastic film, cut the strappings around the casters, and roll down the cabinet from the two pieces of plywood.

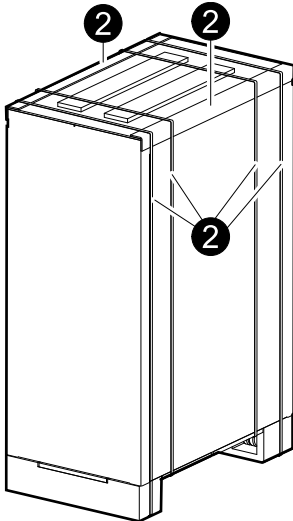


Battery Cabinet

1. Remove the stretch film.

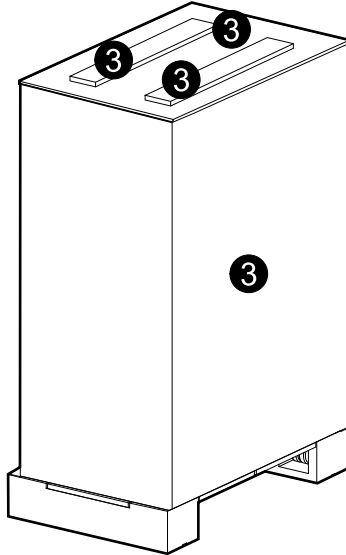


2. Cut the strappings and remove the two corner protectors.

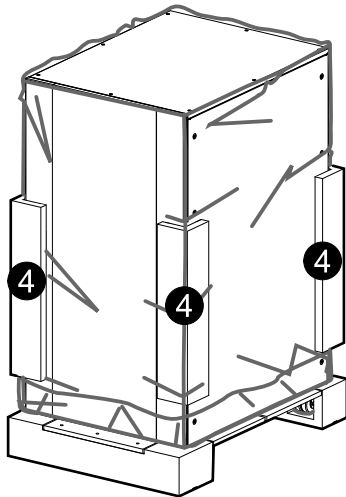


3. Remove the two top plywood plates and the cardboard box.

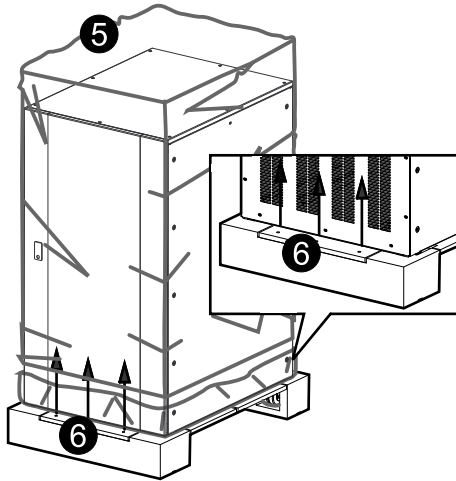
NOTE: Save the two plywood plates for later use.



4. Remove all the foam.

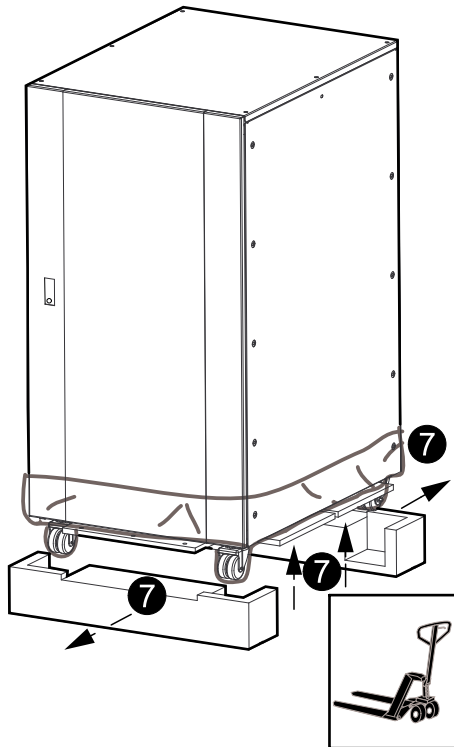


5. Remove the plastic bag.

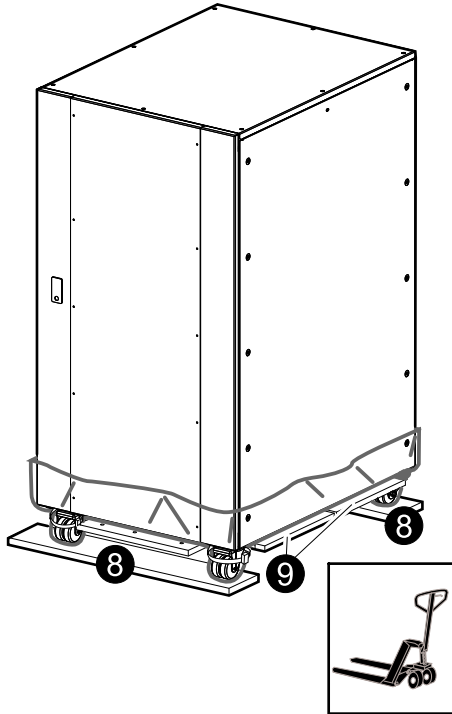


6. Remove the three screws on the bottom front and the three screws on the bottom back plate.

7. Lift up the cabinet with a forklift and remove the two pieces of plywood.

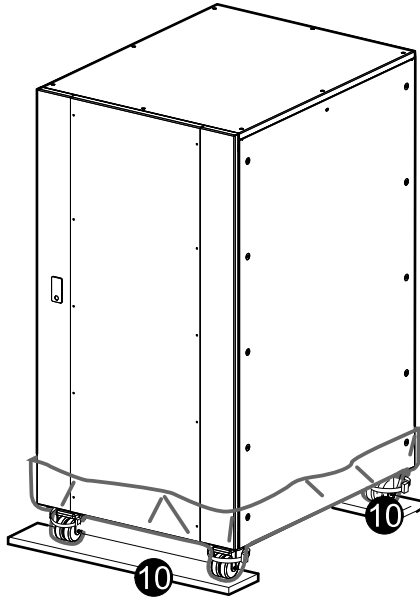


8. While still lifting up the cabinet with a forklift, place the two top plates of plywood (removed in step 3) under the casters, lower the cabinet onto the plywood plates and remove the forklift.



9. Loosen the four bolts under each of the two remaining plates and remove the plates.

10. Remove the plastic film, cut the strappings around the casters, and roll down the cabinet from the two pieces of plywood.



Environment

Schneider Electric has implemented an environmental-protection policy. Products are developed according to an eco-design approach.

Substances

This product does not contain CFCs, HCFCs, or asbestos.

Packing

To improve waste treatment and facilitate recycling, separate the various packing components. The cardboard we use includes over 50% of recycled cardboard. Sacks and bags are made of polyethylene. Packaging materials are recyclable and bear the appropriate identification symbol:



Material	Abbreviation	Symbol number
Polyethylene terephthalate	PET	01
High-density polyethylene	HDPE	02
Polyvinyl chloride	PVC	03
Low-density polyethylene	LDPE	04
Polypropylene	PP	05
Polystyrene	PS	06
Corrugated cardboard	CB	
Wood	NW	

Follow all local regulations for the disposal of packing materials.

End of Product Service Life

Schneider Electric will process products at the end of their service life in compliance with local regulations. Schneider Electric works with companies in charge of collecting and eliminating our products at the end of their service life.

Product

The product is made up of recyclable materials. Dismantling and destruction must take place in compliance with all local regulations concerning waste. At the end of its service life, the product must be transported to a processing center for electrical and electronic waste. Make the product unusable by cutting the internal supply cables.

Battery

The product contains lead-acid batteries that must be processed according to applicable local regulations concerning batteries. The battery must be removed to comply with regulations and in view of correct disposal. The **Material Safety Data Sheets (MSDS)** for the batteries are available on our web site.

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