Fabrication Management, Modularisation and Logistics Project Quality Plan

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Date:	31 January 2010	**Date:**	31 January 2010

REVISION STATUS:

Revision No.	Description of Revision	Date	Approved
A	Initial draft	May - 08	GFM
0	Reference documents included	May - 09	GFM
1	Reference documents included	31 January 2010	GFM

Recipients are responsible for eliminating all superseded documents in their possession.

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1.0 PROJECT OVERVIEW

This Project Quality Plan (PQP) supplements the clients Project Quality Plan. The Fabrication and Logistics Project Quality Plan is set out to address key aspects of Project Quality Assurance/Quality Control (QA/QC) for all tasks associated with Fabrication, Modularisation and Logistics type products. This procedure will cover materials supply, fabrication, trial assembly, surface treatment, packaging, transport and delivery.

2.0 QA/QC IMPLEMENTATION APPROACH

QA/QC project requirements will be addressed via the implementation of this PQP, together with the relevant section of other management plans which may be developed and identified in this document.

3.0 PROJECT QUALITY CONTROLS

3.1 Work Procedures and Records

The use of Work Procedures, register and records on this project shall be determined by the QA/QC Manager in conjunction with the Fabrication and Modularisation Managers. Consideration shall be given to, but not be limited to; the following processes with respect to prepared work documentation as follows:

Document Description	Number	Rev
Weld Procedure Qualification Register	9000-0055-005-001	A
Weld Procedure Specification Register	9000-0055-005-002	A
Weld Procedure Specification template	9000-0055-005-003	A
Welder Qualification Register	9000-0055-005-004	A
Welding Consumable Register	9000-0055-005-005	A

Note: Where deemed necessary, further Project Specific Work documentation shall be prepared to address work activities not covered by the above procedures, where the absence of such a work procedure may have an adverse affect on project fabrication/installation quality controls.

3.2 Inspection and Test Plan

The requirement for Project Specific Inspection & Test Plans shall be determined by the Project Manager in conjunction with a task team comprising appropriate project QA/QC, Supervisory and Inspection personnel. The ITP's will be produced by the nominated fabrication contractor and submitted to the IPS Project Manager for approval.

The purpose of the Inspection and Test Plan is to assemble in one document all the testing and inspection requirements (including client and subcontractors requirements) in the sequence in which they will be

performed together with the documentation to be used to record the results, relevant to a particular operation or element of work.

An ITP shall identify each inspection and test point where product acceptance is based on the outcome of an inspection or test. Additional hold or witness points may be added as a result of client stipulated inspections or tests.

The Quality Manager shall be responsible for ensuring all personnel involved with the usage of ITP's are adequately briefed in their application.

Please refer to the attached document No 9000-0055-005-006 for an example of an ITP. In the event the contractor does not have a suitable ITP format, this format will be used.

3.3 Material Control

Please refer Material Control Procedure 9000-0110-006-005

3.4 Material Data Report (MDR's)

A full comprehensive Manufacturers data report shall be compiled by the nominated fabrication contractor as the project progresses. As a minimum this will include but not be limited to the information as per IPS Doc 9000-0055-005-013.

Document Description	Number	Rev
Manufacturers Data Report Index	9000-0055-005-013	A
Contractor/Vendor MDR Review Checklist	9000-0055-005-014	A

3.5 Quality Reporting

Issue's relating to Quality shall be reported on a regular basis at project meetings. Issues reported shall relate to but not limited to the following.

- Audit/inspection schedules – results and status.
- NCR Status
- Weld Repair Rates.

Document Description	Number	Rev
Quality Plan Review Checklist	9000-0055-005-015	A
NCR Register	9000-0055-005-016	A
NCR Form	9000-0055-005-017	A

3.6 Non-Conformances

All Non Conformance Reports (NCR's) shall be recorded on a Non-Conformance register which will be administered by the QA/QC Manager. They shall be monitored and closed out by the QA manager.

3.7 Corrective Actions

All corrective actions related to Non-conformance shall be presented to the Client prior to any action being taken. It shall be only after a satisfactory response from the client that any action shall be taken and the corrective action closed out.

3.8 Product Identification and Traceability

Product Identification of item/unit/module shall be by the use of a bar coded label. Product traceability will be facilitated from the vendor's fabrication facility to the Port using the **IPS TrackBASE** ™ system.

3.9 Technical Queries

All Technical Queries (TQ's) generated during the course of the project are to be tracked via a project specific register. The TQ Register is to be tabled at progress meetings to establish each TQ's status i.e. open or closed.

3.10 Maintenance of Project Documentation

Master copies of project procedures, checklists and forms will be controlled via the project Document Controller, with a controlled copy provided to the Client under normal transmittal processes. Changes to project documentation will be in accordance with the IPS document control procedure.

3.11 Document and Data Control

The document controller shall report to the QA Manager and will be responsible for the recording of all incoming and outgoing documentation and drawings associated with the project.

The Drawcon9 Management system controls all incoming and outgoing transmittals

Changes to any Project documentation will be in accordance with the IPS Document Control Procedure.

3.12 Key Responsibilities

The primary responsibilities are to;

- Control the identification, registration, review, distribution, and retention of all design, client and vendor documentation.