| **Department: Maintenance Year: 2020 Last Updated on: 13.10.2020** | | | | |  |  |
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| **Obj. No** | **Objectives** | **Key Actions** | **Responsible** | **Target Date** | **Recourse**  **(If any)** | **Status** |
| 1. | Working on spare cooling tower to make it operational. | * Maintenance of the cooling tower from every aspect. * Verification of the cooling tower to make it operational. | Waqar Islam | 31.01.2021 | Purchase Required. | In-house work will be done soon. |
| 2. | Working on Grid Tied Solar Power Plant. | * Negotiations & Comparison of the quotations received from the various parties. * Site, Visits, Meeting & discussion with the higher management for the finalization of the solar project. * Installation, testing & commissioning of the solar power plant from the finalized party. | Waqar Islam | 31.03.2021 | Depend upon management decision. | Site visits are in process. Finalization is pending. |
| 3. | Installation of Flow Switches to automate the filling of water pits. (On 2 major plants.) | * Control circuit design, installation & verification of flow switches to automate the process. | Waqar Islam | 31.12.2020 | Purchase Required. | Discussed with management. Purchase is pending. |
| 4. | Installation of cone conveyor at line 10 to automate the bagging process. | * In-house working on the cone conveyor project will be done by our mechanical team to help develop the system. | Waqar Islam | 01.03.2021 | Purchase Required. | In Process. |
| 5. | Installation & Fabrication of New Fire Fighting System in Unit-1. | * Discussion of the project with the management for the approval. * Fabrication & Installation of fire fighting system in Unit-1. | Waqar Islam | 01.04.2021 | Dependant on timely purchase. | Project has been finalized. Purchase Pending. |
| 6. | Installation of Soft Starter & Motor on conveyor of Line-10. | * Quotation & finalization of soft starter and motor from the vendor. * Purchase & Installation of soft starter and motor on the conveyor of Line-10. | Waqar Islam | 31.12.2020 | Purchase Required. | Will be purchased soon. |
| 7. | In-house Calibration of All Plants including Lab. | * Quotation Finalization & Re-calibration of the master equipments for the reference. * In-house calibration of all the equipments and instruments in the factory. * Calibration records & certificates of all the calibrated equipment. | Waqar Islam | 15.11.2020 | - | Master Instruments has been calibrated. Calibration is in process. |
| 8. | Implementation of 5-S in Whole Workshop. | * Segregation of workshop material. * Alignment of workshop machines. * Tagging of workshop Machines and spare items. * Housekeeping of workshop on daily basis and then sustain it. | Waqar Islam | 01.06.2021 | - | On Going Process. |
| 9. | Quarterly Trainings of the workers related to the field technologies & QHSE Policy & 5S. | * Training of the technicians and other workers as per annual training plan. | Waqar Islam | 31.12.2020 | - | On-Going Training Plan. |
| 10. | Re-Installation of Genuinely Imported Bearings in Gear Box & Changing of Screw Elements with the new one. | * Bearings will be imported from China and will be installed. * Screw Elements will be change after receiving from China. | Waqar Islam | 15.01.2021 | Purchase Required. | Shipment Pending. |
| 11. | Fabrication of Feeding Stand on 2 major plants. | * Purchase of the material after finalizing with the management. * Fabrication of the stand for 2 plants as per production team requirement. | Waqar Islam | 31.12.2020 | Purchase Required. | Purchase Pending. |
| 12. | Design, Control & Fabrication of two Lab Equipments. (Dog Bone & Light & Heat Control Box) | * Project discussion with the Lab and its finalization. * Purchase & fabrication of necessary items and control circuit design of light box. | Waqar Islam | 31.12.2020 | Purchase Required. | Finalization & Purchase Pending. |
| 13. | Ducting Installation on Unit-2 at LMD & PCC. | * Fabrication of ducts for Unit 2 designated locations. * Installation of ducts on their designated locations. * Verification for the smooth working of the system. | Waqar Islam | 31.12.2020 | - | In Process. |

Prepared By (HOD): Approved By (GM/MD/CEO):