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• •	Functional Readiness Tracker	
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22 Child work orders raised or activity line in Primavera created for insulation 23 Child work orders or activity line in Primavera created for PE002 checks 24 Lifting requirements identified 25 W0 raised for any lifting lug NDT required 26 Complex lift plan requests submitted by Lifting Competent Person (LCP) to Lifting Contractor 27 Back-to-back Operations Job Officers provided by Offshore Execute Lead 28 Production impact quantified & agreed with AESTL 29 MOC Number 30 MOC Status (reviewed minimum) 31 External personnel booked (P0 issued) 32 Mob forms submitted 33 Mobilisation dates reserved in ATS 34 Work orders provided to the Functional Scheduler for nesting under main activity. All WOs listed in this tracker (inc. Non-CAP) 35 Ops procedures for flushing / purging & leak testing drafted 36 Isolation materials ordered	20	SIRP L2RA (ICC) and/or WCC L2RA required					
Child work orders or activity line in Primavera created for PE002 checks Lifting requirements identified Wo raised for any lifting lug NDT required Complex lift plan requests submitted by Lifting Competent Person (LCP) to Lifting Contractor Back-to-back Operations Job Officers provided by Offshore Execute Lead Production impact quantified & agreed with AESTL MOC Number MOC Status (reviewed minimum) External personnel booked (PO issued) Mob forms submitted Mobilisation dates reserved in ATS Mobilisation dates reserved in ATS Work orders provided to the Functional Scheduler for nesting under main activity. All WOs listed in this tracker (inc. Non-CAP) Ops procedures for flushing / purging & leak testing drafted Isolation materials ordered	21	Child work orders raised or activity line in Primavera created for scaffolding					
24 Lifting requirements identified 25 WO raised for any lifting lug NDT required 26 Complex lift plan requests submitted by Lifting Competent Person (LCP) to Lifting Contractor 27 Back-to-back Operations Job Officers provided by Offshore Execute Lead 28 Production impact quantified & agreed with AESTL 29 MOC Number 30 MOC Status (reviewed minimum) 31 External personnel booked (PO issued) 32 Mob forms submitted 33 Mobilisation dates reserved in ATS 34 Work orders provided to the Functional Scheduler for nesting under main activity. All WOs listed in this tracker (inc. Non-CAP) 35 Ops procedures for flushing / purging & leak testing drafted 36 Isolation materials ordered	22	Child work orders raised or activity line in Primavera created for insulation					
25 WO raised for any lifting lug NDT required 26 Complex lift plan requests submitted by Lifting Competent Person (LCP) to Lifting Contractor 27 Back-to-back Operations Job Officers provided by Offshore Execute Lead 28 Production impact quantified & agreed with AESTL 29 MOC Number 30 MOC Status (reviewed minimum) 31 External personnel booked (PO issued) 32 Mob forms submitted 33 Mobilisation dates reserved in ATS 34 Work orders provided to the Functional Scheduler for nesting under main activity. All WOs listed in this tracker (inc. Non-CAP) 35 Ops procedures for flushing / purging & leak testing drafted 36 Isolation materials ordered	23	Child work orders or activity line in Primavera created for PE002 checks					
26 Complex lift plan requests submitted by Lifting Competent Person (LCP) to Lifting Contractor 27 Back-to-back Operations Job Officers provided by Offshore Execute Lead 28 Production impact quantified & agreed with AESTL 29 MOC Number 30 MOC Status (reviewed minimum) 31 External personnel booked (PO issued) 32 Mob forms submitted 33 Mobilisation dates reserved in ATS 34 Work orders provided to the Functional Scheduler for nesting under main activity. All WOs listed in this tracker (inc. Non-CAP) 35 Ops procedures for flushing / purging & leak testing drafted 36 Isolation materials ordered	24	Lifting requirements identified					
27 Back-to-back Operations Job Officers provided by Offshore Execute Lead 28 Production impact quantified & agreed with AESTL 29 MOC Number 30 MOC Status (reviewed minimum) 31 External personnel booked (PO issued) 32 Mob forms submitted 33 Mobilisation dates reserved in ATS 34 Work orders provided to the Functional Scheduler for nesting under main activity. All WOs listed in this tracker (inc. Non-CAP) 35 Ops procedures for flushing / purging & leak testing drafted 36 Isolation materials ordered	25	WO raised for any lifting lug NDT required					
Execute Lead 28 Production impact quantified & agreed with AESTL 29 MOC Number 30 MOC Status (reviewed minimum) 31 External personnel booked (PO issued) 32 Mob forms submitted 33 Mobilisation dates reserved in ATS 34 Work orders provided to the Functional Scheduler for nesting under main activity. All WOs listed in this tracker (inc. Non-CAP) 35 Ops procedures for flushing / purging & leak testing drafted 36 Isolation materials ordered	26	Complex lift plan requests submitted by Lifting Competent Person (LCP) to Lifting Contractor					
Production impact quantified & agreed with AESTL MOC Number MOC Status (reviewed minimum) External personnel booked (PO issued) Mob forms submitted Mobilisation dates reserved in ATS Work orders provided to the Functional Scheduler for nesting under main activity. All WOs listed in this tracker (inc. Non-CAP) Ops procedures for flushing / purging & leak testing drafted Isolation materials ordered	27	Back-to-back Operations Job Officers provided by Offshore					
29 MOC Number 30 MOC Status (reviewed minimum) 31 External personnel booked (PO issued) 32 Mob forms submitted 33 Mobilisation dates reserved in ATS 34 Work orders provided to the Functional Scheduler for nesting under main activity. All WOs listed in this tracker (inc. Non-CAP) 35 Ops procedures for flushing / purging & leak testing drafted 36 Isolation materials ordered	28						
30 MOC Status (reviewed minimum) 31 External personnel booked (PO issued) 32 Mob forms submitted 33 Mobilisation dates reserved in ATS 34 Work orders provided to the Functional Scheduler for nesting under main activity. All WOs listed in this tracker (inc. Non-CAP) 35 Ops procedures for flushing / purging & leak testing drafted 36 Isolation materials ordered		MOC Number					
32 Mob forms submitted 33 Mobilisation dates reserved in ATS 34 Work orders provided to the Functional Scheduler for nesting under main activity. All WOs listed in this tracker (inc. Non-CAP) 35 Ops procedures for flushing / purging & leak testing drafted 36 Isolation materials ordered		MOC Status (reviewed minimum)					
32 Mob forms submitted 33 Mobilisation dates reserved in ATS 34 Work orders provided to the Functional Scheduler for nesting under main activity. All WOs listed in this tracker (inc. Non-CAP) 35 Ops procedures for flushing / purging & leak testing drafted 36 Isolation materials ordered	31	External personnel booked (PO issued)					
Work orders provided to the Functional Scheduler for nesting under main activity. All WOs listed in this tracker (inc. Non-CAP) 35 Ops procedures for flushing / purging & leak testing drafted 36 Isolation materials ordered	32	Mob forms submitted					
Work orders provided to the Functional Scheduler for nesting under main activity. All WOs listed in this tracker (inc. Non-CAP) 35 Ops procedures for flushing / purging & leak testing drafted 36 Isolation materials ordered							
35 Ops procedures for flushing / purging & leak testing drafted 36 Isolation materials ordered		Work orders provided to the Functional Scheduler for nesting under main activity. All WOs listed in this tracker (inc. Non-CAP)					
	35						
37 Work pack formally issued to Offshore Execute Lead for review WP on Readiness Assurance Sharehoint Site	36	Isolation materials ordered					
With the pack formally issued to offshore Execute Lead for review, WF off Neadifies Assurance Sharepoint Site	37	Work pack formally issued to Offshore Execute Lead for review. WP	on Readiness Assu	urance Sharepoint Site			

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• • •	Functional Readiness Tracker	

Name

No.	Description of Task	Comments	Multiple Choice	Yes	No	N/A
6 WEE	K GATE & ADDITIONAL 6 WEEK FUNCTIONAL REQUIREMENTS					
38	WO status (WSCHD minimum)					
39	Materials received onshore and available to ship when required					
40	Significant deck Space requirements discussed with Deck Foreman					
41	GoC cert pack created					
42	Requirement for ICC L2RA identified & scheduled					
43	Requirement for WCC L2RA identified & scheduled					
44	MoC Status (APPROVED minimum)					
45	Lifting plans created		I			
46	Rigging equipment confirmed available (or ordered if not available in	n rigging loft)				
47	Confirm vendors are harness trained					
48	Ops procedures for flushing / purging, leak testing or return to servi	ce approved				
49	Will WCCs be prepared onshore for activity? If YES, has Offshore Execute Lead been informed? (SPA to select)					
50	Back-to-back Lead Tech Job Officers provided by Offshore Execute Lead					
51	Allocated resource hours checked and accepted by Offshore Execute Lead					
52	Work pack read & accepted for execution by Offshore Execute Lead					
53	Readiness Tracker ownership accepted by Offshore Execute Lead (accountability remains with SPA)					
2 WEE	K GATE & ADDITIONAL 2 WEEK FUNCTIONAL REQUIREMENTS					
54	Materials confirmed offshore by PMC and checked by Job Officer (i	including isolation r	naterials)			
55	Specialist tools correct and available offshore					
56	GoC cert pack finalised					
57	MTL & OTL have agreed proposed GoC certs					
58	Lifting plans approved and ready for use					
59	Lifting equipment located and ready / correct for use					
60	WCC L2RA approved					
61	WCC verified					
62	ICC L2RA approved					
63	ICC verified & approved for use					
64	All deck space / deck crew requirements confirmed and discussed	with Deck Foreman				
65	Scaffold erected or scheduled before work starts					
66	COSHH approved					
67	Manual handling risk assessment approved					
68	Rescue plan created & approved					
69	Third party equipment PE002 (offshore) checks complete					

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• • •	Function	al Readiness Tracker	
Name			
Comments:			
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Drint Nove	Signed Off By	Revision Comments:	
Print Name: Company:			
Date:		_	
Signature:			