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SOLUTIONS ENGINEERING SN-2 CHECKLIST (Functional Specification Review)

ENDUSER	:INPEX Operations Australia Pty Ltd		
CUSTOMER	: Yokogawa Engineering Asia Pte Ltd		
CONSULTANT	:		
PROJECT NAME	:ICHTHYS GAS DEVT FIELD (CPF) APS		
PROJECT NUMBER	:V1412A008		
DOCUMENT TITLE	: SN-2 CHECKLIST		
SN-2 Meeting Details	Rev A Rev B Rev C Rev D		
Date Duration (hrs)	: 13-May-13 20min		
Name of Participant Sales Manager (optional)	: Name & Signature of Participant		
Sales Engineer (optional)	:		
Project Manager KHLEE	: letahlf		
Lead Solution Engineer PAUL / Utawa RAP	: Ruster		
Specialist Engineer			
Solutions Engineer			
QA Manager/Representative	: Yuliva B.		
Other (if applicable)	: THI THE		
Number of Outstanding Items	: 0		
Planned date for next SN-2 check (in case of any followup check items)			
Planned date for SN-4 check	: 10-Sep-13		

Checklist Number : SNW-JC-021_FDS Prep Rev 4_CPF APS.xls Checklist Title : SN-2 Functional Specification Review

Issue Date: 30-Jan-13

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A Objective and usage

This checklist reviews the completed system functional specification for the project.

The check items in this checklist provide general guidance for system design and project execution. The questions associated with each check item are intended to guide the user toward details that may be applicable for this project. Specialist Engineer shall report the evaluation of each check item, comments pertaining to this (if any), and follow-up action (if any). The completed check sheet is a certificate by the Specialist Engineer indicating that the recommended checks on the project at this milestone have been carried out. It also serves as useful historical information in the event of change or addition of project staff.

This check sheet is completed and filed electronically in the project control folder of the project directory. Users are encouraged to add pertinent check items that were considered and discussed at this check. These additional items may become the basis for improvement of the basic checklist.

B Meeting initiation and attendance

Project Manager shall schedule and initiate the SN2 check. Other participants may be invited as necessary. Required attendees for SN2 check are:

- Specialist Engineer
- · Lead Solutions Engineer(s)

QA Manager/Representative

C Evaluation criteria

Each check item should result in one of the following evaluation results. Comments that shed light on the background of the check item are encouraged.

Evaluation results are:

- Satisfactory (OK) The check item is satisfactory. Add comment if any.
- Not satisfactory (NG) The check item is not satisfactory. Follow up action is required. Follow up actions shall include what needs to be done, who is to do it, and when it must be completed. The Project Manager is ultimately responsible for the closure of follow up actions. Add comment if any.
- Not applicable (NA) The check item is not applicable. Add comment if any.

D SN-2 pre-requisite documents

- · Plant P & I D
- Process narratives
- · Project Functional Specification

E Recommendation

This checklist should involve the Engineering Team, hence this checklist should be evaluated during the Project Engineering stage with PROJECT team.

Clearing of outstanding items: Within project engineering duration.

F Name of Participants

The name of the participants shall be used in place of the function name in the cover page. After the review is completed, all participants shall sign in the box next to their name under the respective revision.

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SOLUTIONS ENGINEERING SN-2 CHECKLIST (Functional Specification Review)

1.0 System Configuration and Hardware	S/NO	CHECK ITEMS	REMARKS	EVALUATION
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SOLUTIONS ENGINEERING SN-2 CHECKLIST (Functional Specification Review)

S/NO	CHECK ITEMS	REMARKS	EVALUATION
4.1.5	Are the interfaces with foreign language (eg Russian) described clearly?	Project in English	Satisfactory
4.1.6	Are the controls, which are scanned at intervals other than every second, described clearly?		Satisfactory
4.2 4.2.1 4.2.2	System Error Handling Is the process on applications upon recovery (initialization start, continuous start, and switching of control mastership) described clearly? Is the Process on applications upon recovery of the communication described?		_ Satisfactory
4.3	Other Items		
4.3.1	Is safety included in the following items? • Error handling in regulatory and sequence controls (for APC)		_ Not Applicable
	Report package specification Are the general specifications for printout reports described clearly? • Types, number of pages, and output destination of reports to be supplied		Satisfactory
4.4.2	Are the specifications for each report described clearly? • Activation of data acquisition and printing • Scheduler setting		_ Not Applicable
4.4.3	Are the print formats defined clearly?		Not Applicable
4.4.4	Are the print data items defined clearly?		_ Not Applicable
5.0	Precautions for Modification / Revamp job		
5.0.1	Is consistency with existing functions considered?		Satisfactory
5.0.2	When the functions were designed, was careful consideration given in determining the scope of the existing functions that would be affected by the planned modifications, including the portions that are not subject to be modified directly?		Satisfactory
5.0.3	Is the limitation in the number of tags for a project considered?		Satisfactory
5.0.4	If the modifications result in off-line loading at the site at the end, has that fact been notified to and approved by the customer?		Satisfactory
5.0.5	Has a request to save the current system been made? Is the schedule for this clear (including borrowing the system backup if not upgrading the builders.)		Satisfactory
6.0	Other Items		
6.0.1	Have all decisions that are recorded in the minutes of meetings and inquiries sent by emails/memo been processed?		Satisfactory
6.0.2	Have the problems and comments found or noted through past reviews and walk-through been corrected or solved yet? Have signatures for approval been given for all such items?	All FDS was reviewed together with user to ensure documentation satisfy customer requirement	Satisfactory
6.0.3	Regarding the format of the Function Specifications, can it be used as part of the Factory Acceptance Procedure?		Satisfactory

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