



## Contract Out Request Form

(Division/Department) <u>TP-UR-EC / TP-UR</u> Request for Contract Out as below details: <u>CR1 Project</u>	
Reasons : <input checked="" type="radio"/> Replace for <u>Piping Supervisor (use Contract Demin 1)</u> <input type="radio"/> Additional Manpower	<input checked="" type="radio"/> Temporary Period From <u>1/12/20</u> To <u>31/3/21</u> <input type="radio"/> Extend From ..... To ..... <input type="radio"/> Additional Budget <input type="radio"/> Others .....
Rationale: <u>การขยายงานของงานซ่อมบำรุง</u> <u>เพิ่ม Dilution steam &amp; oil pin 3 low manpower</u>	
Required Position : <u>วิศวกร, B. Baseline for TP-UR</u> <input type="radio"/> Secretary (Bachelor's Degree) <input type="radio"/> Administrative Staff (Diploma) <input checked="" type="radio"/> Other please specify <u>Piping Supervisor.</u> ✓	Cost Center <u>CP-1007-16004</u> Approved Budget <u>200,000</u> THB Current remaining budget <u>200,000</u> THB Approved Manpower ..... Headcounts Current Manpower ..... Headcounts
Job Specification	Budget and Manpower
Qualification for position - Education <u>higher diploma mechanic or industrial field.</u> - Experience <u>work in oil and gas petrochemical plant more than 3 years</u> Other .....	Vendor <u>BSA</u> (1) No. of Required staff ..... Person(s) Estimated Cost <u>150,000</u> THB Required Additional Budget ..... THB Location <u>GC #11</u> Proposed By <u>JANA HOLLIS</u> <u>27/10/2020</u> <u>TP-UR-EC</u> (Hiring Manager) Acknowledged By <u>[Signature]</u> <u>30/10/2020</u> (HRBP Manager)
To EVP/SVP (2) <input checked="" type="radio"/> Approved <input type="radio"/> Rejected Comment : <u>ไม่สอดคล้อง</u> Signed <u>[Signature]</u> <u>28 OCT 2020</u> (Vice President)	To CEO/COE/SEVP-U/SEVP-D (3) <input type="radio"/> Approved <input type="radio"/> Rejected Comment : ..... Signed ..... EVP/SVP CC: PSD, HOE, H-SP-OD
To HOE <input type="radio"/> Approved <input type="radio"/> Rejected Signed ..... CEO/COE/SEVP-U/SEVP-D	To H-OS / PM-P2 (5) Signed ..... HOE
To H-OS-RC / PM-P2-SV (6) Signed ..... H-OS / PM-P2	

Remark : 1) Please Attach The JD of Required Position

2) If use BSA, the hiring process will go through H-OS-RC. For the other vendors, it will be Procurement procedure

Rev : 5

As of 14/01/2020

**Job Title:** Piping Supervisor  
**Job Position:** Piping Supervisor

**Origination Unit:** Utility Reliability Improvement Project (URI Project)

**Job Propose**

- To supervision and inspection construction work for piping at field work.
- To supervision and inspection piping at shop work.
- To support contractor for JASE review and control work follow JSEA.
- To coordinate with plant open work and closed work.
- To support the project schedule on time and control work with safety until completed project.
- To support and coordinate with QA/QC for inspection.
- To update project document after finished and send as-built to control document department.

**Key Responsibilities**

- Responsibilities for all Piping installation.
- Correspondence and assists also organize meeting piping arrangement, if required.
- Attend to the piping project meeting.
- Support and Control Subcontract schedule for piping installation.