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|  | |  Indian Oil Corporation Limited | |
| Panipat Hydrogen Generation Unit Praxair India Private Limited | | | |
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| A <input checked="" type="checkbox"/> No further submission. Document accepted as final. P <input type="checkbox"/> Incorporate comments and resubmit the document. X <input type="checkbox"/> Document not accepted and rejected. <small>This review does not constitute acceptance or approval of design details, calculations, analysis, test methods, or material developed or selected by the supplier and does not relieve supplier from full compliance with specifications and contractual obligations.</small> |
|  Linde Engineering Date: 22-Mar-2024 Dept: ENDM Name: Hardikumar Vyas |

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PROCEDURE FOR INWARD MATERIAL INSPECTION

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1 SCOPE

This procedure defines material Inward Inspection for the structural, gratings, miscellaneous items, paint & welding consumable material for the **Panipat_HGU structural steel fabrication project** at workshop.

2 PURPOSE

The purpose of this procedure is to define the System Receipt Inspection of all kind of project materials.

3 DISTRIBUTION & INTENDED AUDIENCE

LEI: Linde Engineering India Pvt. Ltd
VE: Vishal Enterprise

4 ABBREVIATIONS

| | |
|------|---|
| ASME | American Society of Mechanical Engineers |
| ASTM | American Society for Testing and Materials. |
| ITP | Inspection & Test Plan |
| IMIR | Inward Material Inspection Report |
| IR | Inspection Report |
| IRN | Inspection Release Note |
| MTC | Material Test Certificate |
| MDR | Material Discrepancy Report |
| MRN | Material Return Note |
| GRN | Goods Receipt Note |
| NCR | Non-Conformance Report |

5 REFERENCE DOCUMENTS

| SR. NO | DOCUMENT NAME | DOCUMENT NUMBER | LATEST REVISION |
|--------|--|---|-----------------|
| 1 | Inspection and Test Plan For Structural Steel Fabrication & Painting | 0022MC5770 (RQSC-0001) W-TB 9219.001 | 01 |
| 2 | Inspection and Test Plan - Fasteners | 0022MC5770 (RQSC-0001) W-TB 9219.002 | 01 |
| 3 | Inspection and Test Plan Grating | 0022MC5770 (RQSC-0001) W-TB 9219.003 | 01 |
| 4 | Non-Ferrous Material Specification | ASME SEC II PART-B | 2021 |
| 5 | Hot Rolled Medium & High Tensile Structure Steel - Specification | IS 2062 | 2011 |
| 6 | Fabrication Specification – Structural Steel | &AG-(2910A70M)-W-SC 1901.001 (EN) | 01 |

6 RESPONSIBILITY

Site In charge – shall be responsible for

- Provision of necessary resources like Manpower, Equipment, Storage area. etc.

Store Keeper / Store Supervisor – shall be responsible for

- Performing visual inspection,
- Reporting of any deterioration or damage of materials such as Bend, Dent, Scratches, any other defects.
- Verifying Quantity, Documentation of Received Materials.
- Reporting of Excess materials, shortage or damaged material through Material Discrepancy Report (MDR).
- Updating the inventory status of all Stored Materials and Equipment.
- Maintaining records such as Goods Receipt Note (GRN), Material Receiving Issuing Records (MR), Preservation Log book, etc.,
- Performing IMIR marking / Stamping on Materials.
- Restoration of Color-Coding on materials in case of Fading.

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Material / Inward QC Engineer – shall be responsible for

- Performing Visual & Dimensional inspection.
- Reviewing of IR / IRN & Material Test Certificates (MTC).
- Preparation of Inward Material Inspection Report (IMIR).
- Performing inspection activities as per approved ITP.
- Liaison with LINDE & TPIA.

7 PROCEDURE

7.1 MATERIAL RECEIVING

- Advance notification on 'Material notices' or "shipping notification" along with packing list shall be communicated by Material Controller / Planning Engineer to Store Supervisor, Inward QC Engineer.
- Storage areas shall be marked and barricaded dedicated to the project.
- Storage of material in designated areas shall confirm to storage & preservation requirements in accordance with LINDE requirements or Manufacturer Recommendations.
- Material shall be handled in a manner which maintains its quality and condition.
- Store Supervisor & Material controller shall ensure that material area is within close proximities of job execution locations as far as possible.
- Sufficient spacing shall be ensured around stored material for ease of mobility and inspection.
- The shipment shall be verified by Store supervisor for Physical damages, Quantities in compliance to Purchase Order, Packing Lists, Shipping and Invoicing Instructions.
- Over (quantity), Short (quantity) or Damages that are observed shall be reported through material discrepancy report (MDR) by the Store Personnel / QC Engineer within 3 working days from receipt of shipment.
- Stores personnel shall generate the Goods Receipt Note (GRN) based on actual Quantity received.

7.2 INWARD INSPECTION

- All project Material shall be inspected by the Inward QC Engineer as per applicable code, standard & approved ITP.

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- Store Supervisor in correspondence with discipline project engineer shall ensure material accessibility, manpower, resources and test equipment (as applicable) required for swift inspection of material.
- QC Engineer shall prepare Inward Material Inspection Report (IMIR) with the designated heat number, tag number, MTC Number etc. as applicable.
- The whole process of material inward inspection shall be completed within 2 days from date of material received.
- All accepted materials shall mark with IMIR ID number by Paint / Permanent marker. Inspection status of materials shall be identified by color ribbon.
- Inward QC Engineer shall raise Internal Nonconformity Report (INCR) for identified violation or non-compliance to project requirements. Identified material with violation or Non-Compliance shall be quarantined in designated quarantine area.
- Inward QC Engineer shall raise inspection offer for receiving inspection of material to LINDE / TPIA as per approved ITP.
- If material is rejected, Red Color coding shall be marked on material along with red ribbon and project details and quarantined at dedicated location to avoid intermix with other accepted materials.

8 ATTACHEMENT



Annexure – I: Inward Material Discrepancy Report (VE/QA/FORMAT/26)

Annexure – III: Inward Material Inspection Report - Structure (VE/QA/FORMAT/18)

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Annexure – I:
Inward Material Discrepancy Report

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|   | | VISHAL ENTERPRISE & VRISHAL ENGINEERING PRIVATE LIMITED GROUP OF COMPANIES INWARD MATERIAL DISCREPANCY REPORT (MDR) | |
| JOB DETAILS | | | |
| CLIENT | | REPORT NO. | |
| PROJECT | | REPORT DATE | |
| PO NO. | | IMIR NO. | |
| VENDOR/MANUFACTURER | | IR/IRN NO. | |
| DISCREPANCY OF MATERIAL : | | | |
| | | | |
| DISCREPANCY DETAIL | | | |
| 1 | MISMATCH BETWEEN IDENTIFICATION MARKING AND TC | 3 | PHYSICAL DAMAGE |
| 2 | NOT FULFILLING PO/SPECIFICATION | 4 | OTHERS |
| REMARKS OF STORE SUPERVISOR : | | | |
| | | | |
| REMARKS OF QC ENGINEER : | | | |
| | | | |
| | ACCEPTED | | REJECTED |
| | | | |
| QC ENGINEER SIGNATURE | | | |
| VE/QA/FORMAT/26 REV.1 | | | |

