
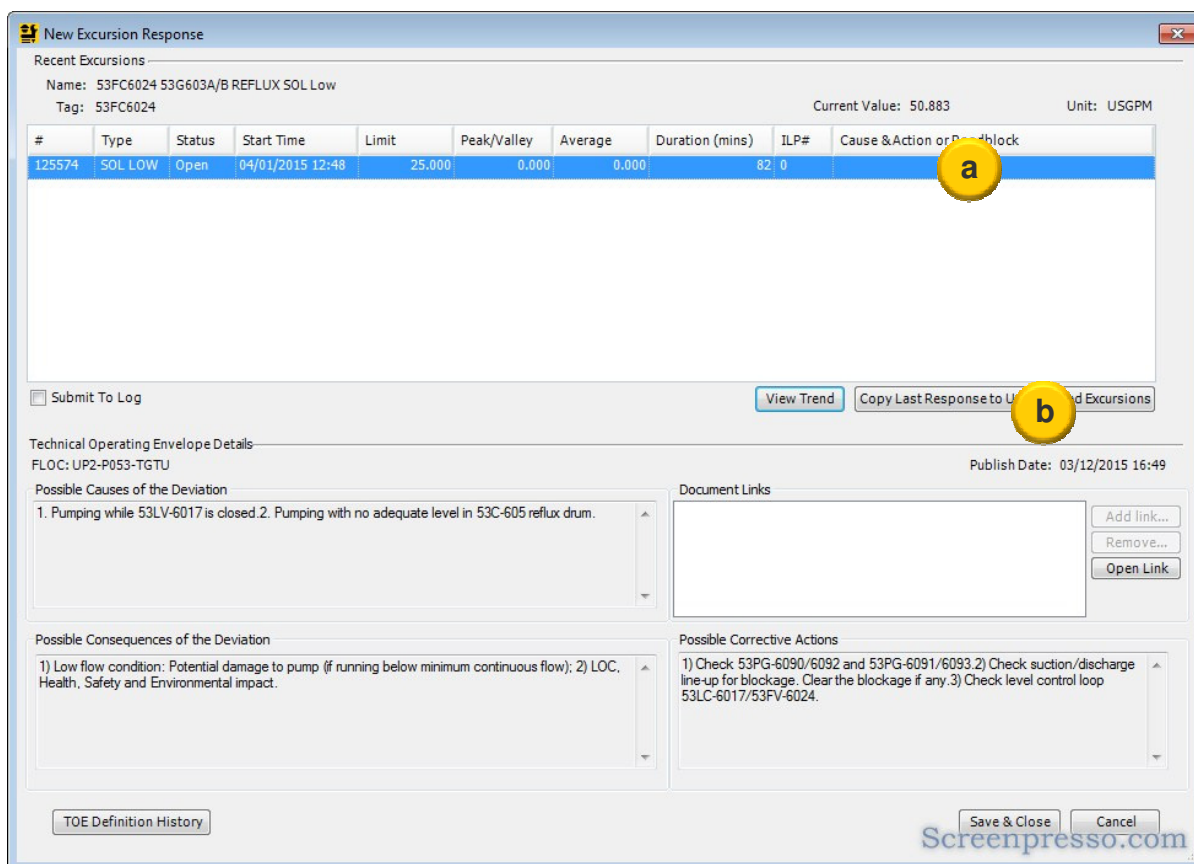


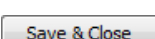
Helpful Hints

- **Excursions** are generated whenever Technical Operating Envelope Limits (Safe Operating Limits - ▲/▼, Standard Limits - ▲/▼, or Targets - ▲/▼) have been exceeded.
- **Excursions** can be responded to from either the **Priorities Screen** or the **Events** navigation pane.
- Any **new excursions** or **responses** to excursions will be shown on the **Shift Handover** report (configured for each work assignment) as well as in the **OPM** (Operations Performance Management) tool.

Procedure

1. On the navigation pane, click on the **Priorities Screen** icon  to view recent excursions for your area in the **Events** section.
2. **Click** on the **hyperlink** of the Excursion you wish to respond to.
3. Once the **Response** window opens complete the fields as required. OLT will show you all related excursions that recently occurred for the same Technical Operating Envelope.



- a) **Enter** the cause and action taken for the excursion.
 - b) If desired, the same response can be copied to all other related unanswered excursions shown in the response window by **clicking** on **Copy Last Response to Unanswered Excursions**.
4. If the Technical Operating Envelope Definition is producing unanticipated or erroneous excursions use existing communication mechanisms to inform the responsible engineer or provide comments in the "Cause & Action or Roadblock" field.
 5. Click on  to save your work and close the **Response** window.