

Objective	:	Giving information about all measurements and controls provided with the SCADA System to the managers who shall supervise operation of the WWTP as necessary; and ensuring that the managers are able to monitor the system easily and to intervene with the system in cases where necessary.
Duration	:	Approximately 1 week.
Attendee Personnel	:	3 managers or more.
Notes	:	This course is for managers who shall supervise the operation of the WWTP via the SCADA System as necessary. Personnel who shall participate in the training are not required to know the preliminary information about using computer, but they should have sufficient preliminary information on water supply network and its operation.

8.26 Documentation

8.26.1 General Conditions

The Contractor shall prepare and submit for the approval of the Engineer operating and maintenance procedure manuals in English and Turkish which shall describe the complete functions and requirements for start-up operations, system control, maintenance, safety, record keeping, emergency response and shut down.

All information in these manuals shall apply specifically to the equipment being supplied. The documentation shall be free from irrelevant matters such as might be contained in the manufacturer's general literature.

The manuals shall be arranged to provide separate volumes for each principal items of the Works.

Manuals shall relate to as-built conditions and shall include all necessary drawings and diagrams for a proper understanding of the System.

They shall include the following information:

- Final design documents for the construction and installation.
- As-built drawings.

Operation and maintenance manuals

- Descriptive overview of the whole of the WWTP and SCADA system;
- Description of all process and other plant, with relevant design and operating parameters;
- Descriptions of all systems installed,
- Description of all equipment supplied including manufacturers' leaflets, which are to be scheduled for easy reference;
- Schedules and manufacturer's catalogues for all equipment supplied, giving duties, electrical loads, etc.;
- Schedule of all equipment suppliers (and their local agents) including names, addresses, telephone, telex, fax and email numbers;