

	LINDE PJ No.: 2910BX58 LINDE Code: Singapore	Singapore
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MINUTES OF MEETING
LEHQ-PTSC-MOM-0001

Date:	17.02.2020
Topic	Weekly Construction Meeting, week 08
Prepared by:	Max Leidel
Participants:	<p>via Video Conference</p> <p>COMPANY - Linde Engineering Maximilian Leidel Paul Palmer</p> <p>CONTRACTOR – PTSC M&C Nguyen Duong Lam – Project Director Nguyen Huu Tuan – Project Manager Pham Nam Thai – Project Coordinator/MC Leader Nguyen Duc Anh – Project Control Leader Nguyen Thanh Ngoc – Construction Manager Nguyen Huy Tuan – QAQC Leader Tran Hai Quan – HSE Leader Tran Binh Nam – Construction Engineering Leader Tran Khang – Production Controller/CMS operator Vo Minh Truong – Planning Leader Tran Thi Thanh Huyen – Procurement Coordinator</p>
Distribution:	Participants,
Attachments:	

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Item	Topic	Action by	Due Date
1	HSE		
1.1			
1.2			
2	Material Administration / Warehouse		
2.1	Progress for the material receiving and inspections are good. 256 isometrics could be released for prefabrication as material is covered 100%. After all delivered material is released, another 130 isos could be prefabricated.		
2.2	The shortages listed in email PTSC-LEHQ-E-00344 shall not be handled as OSD, as the quantities therefore are too less.	Info	
2.3	PTSC to send the list of IDs, where there are discrepancies to the material certificates or shortages in fittings.	PTSC	17.02.20
2.4	Linde has provided the update of the delivery status	Info	
2.5			
3	Piping		
3.1	The prefabrication can start after the PIM	Info	
3.2	The MTO of the temporary material, sent by PTSC, will be checked and commented by Linde	Linde	18.02.20
3.3			
4	Painting		
4.1	Linde to submit the quantity and progress determination for painting	Linde	18.02.20

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4.2			
4.3			
5	Insulation		
5.1	MDS were submitted by PTSC. Linde to review and comment	Linde	24.02.20
5.2			
6	E&I		
6.1			
6.2			
7	QA/QC		
7.1	The PIM will start on Wednesday, 19.02.20, at 9:00. Linde to send the invitation to PTSC.	Linde	17.02.20
7.2	PTSC to submit the NDE-procedure for approval. Linde will not accept the procedure from other projects.		
8	Logistic		
8.1	Linde to submit the name and contact of the Marine Warranty Surveyor	Linde	17.02.20
8.2	Maik Ludwig will arrive today in Vung Tau and is going to clarify all open issues regarding shipment of columns	Info	

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9	Schedule		
9.1			
9.2			
10	Mechanical Completion / Precommissioning		
10.1			
10.2			
11	Documents / Procedures		
11.1	Status of PTSC-documents shall be "IFR" during review cycles and "IFA" for the final version. No other abbreviations shall be used!	Info	
11.2			
12	Miscellaneous		
12.1			
12.2			
	=== END OF MOM ===		

13 ATTACHMENTS

None