

# MINUTES OF MEETING

LEHQ-PTSC-MOM-0005

Date:

02.03.2020

Topic

Weekly Construction Meeting, week 10

Prepared by:

Max Leidel

Participants:

via Video Conference

## COMPANY - Linde Engineering

Maximilian Leidel

Paul Palmer

## CONTRACTOR – PTSC M&C

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

Distribution:

Participants,

Attachments:

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Item	Topic	Action by	Due Date
1	<b>HSE</b>		
1.1	No topics to be discussed		
1.2	Tool box meetings will start next week, as due to Corona virus no meetings are allowed.	Info	
2	<b>Material Administration / Warehouse</b>		
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 to send pictures, where Heat-No is wrong (item 66 and 99).  Answer was sent with email LEHQ-PTSC-E-00245	PTSC  <u>PTSC</u>	Done  done
2.4	Linde will provide the update of the delivery status of week 08	Info.	done
2.5	Clarification of missing material sent with email xxx  The missing quantities will be delivered with the next deliveries	Info	
3	<b>Piping</b>		
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	done
3.3	PTSC to proceed with the inquiry of procurement of material. No additional confirmation from Linde is required. Linde will receive the price and any deviations for approval.	Info	



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	PTSC will proceed procurement. TBE is not required for approval. MTO will be confirmed by Linde via email.		
3.4	Cutting started on 21.02.20	Info	
3.5	Cutting drawings are not required, as it is within the responsibility of PTSC.	Info	
3.6	<p>Missing welding numbers:</p> <p>PTSC shall send a TQ for the missing welding joints, which will then be answered by Linde.</p>	<p>PTSC</p> <p>Linde</p>	<p>03.03.20</p> <p>04.03.20</p>
3.7	Discussion of hard stamping is not finalized yet. Final conclusion how to proceed will be done by 09.03.20.	Info	
3.8	<p>Hydro test:</p> <p>For the test pressure, PTSC shall always use the max-test pressure according &amp;AA-W-LL 2400.</p>	Info	
4	<b>Painting</b>		
4.1	<p>Linde to submit the quantity and progress determination for painting</p> <p>Done with email LEHQ-PTSC-E-00212</p> <p>PTSC to comment the payment plan</p> <p>Shop painting completed and acceptance by COMPANY 80%</p> <p>Field painting completed and acceptance by COMPANY 10%</p> <p>Documentation handed over and checked by COMPANY 10%</p>	<p>Linde</p> <p>PTSC</p>	<p>18.02.20</p> <p>28.02.20</p>
4.2	<p>Technical Query 0001 shall be sent via ProCorr, that Linde can comment.</p> <p>TQ was sent on 28.02.20 and will be answered by Linde</p>	<p>PTSC</p> <p>Linde</p>	<p>24.02.20</p> <p>04.03.20</p>
4.3	Linde will invite for a PIM of painting before start of work.	Linde	04.03.20
5	<b>Insulation</b>		
5.1	<p>MDS were submitted by PTSC.</p> <p>Linde to review and comment.</p> <p>MDS were commented on 26.02.20. Additional MDS of other Contractors shall be commented by today.</p>	<p>Linde</p> <p>Linde</p>	<p>24.02.20</p> <p>02.03.20</p>
5.2	Linde sent the quantity and progress determination plan for insulation with email LEHQ-PTSC-E-00212		

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	<p>PTSC to comment the payment plan</p> <p>Payment plan for piping is ok, for the equipment insulation an additional step shall be added:</p> <table><tr><td>Material Receipt and acceptance by COMPANY 45%</td><td></td></tr><tr><td>Installation of insulation 60% of equipment finished (with cladding) 35%</td><td></td></tr><tr><td>Installation of insulation including Cladding completely finished&amp; acceptance by COMPANY 10%</td><td></td></tr><tr><td>Documentation handed over and checked by COMPANY 10%</td><td></td></tr></table>	Material Receipt and acceptance by COMPANY 45%		Installation of insulation 60% of equipment finished (with cladding) 35%		Installation of insulation including Cladding completely finished& acceptance by COMPANY 10%		Documentation handed over and checked by COMPANY 10%		PTSC	24.02.20
Material Receipt and acceptance by COMPANY 45%											
Installation of insulation 60% of equipment finished (with cladding) 35%											
Installation of insulation including Cladding completely finished& acceptance by COMPANY 10%											
Documentation handed over and checked by COMPANY 10%											
5.3	<p>Insulation blocks:</p> <p>Price comparison of insulation blocks was sent on 28.02.20 and will be approved by today</p>	Linde	02.03.20								
6	E&I										
6.1	<p>MTO for cable tray supports was sent by Linde.</p> <p>PTSC to check and inform Linde about any discrepancies.</p>	Info PTSC	26.02.20								
6.2	<p>Linde will answer the email PTSC-LIN-E-00375</p> <p>Clarification no. 37 of E&amp;I clarification list is still open. Linde to comment</p>	Linde Linde	Done 05.03.20								
6.3	Linde to send the MTO for equipment and accessory installation for E&I.	Linde	04.03.20								
6.4	<p>PTSC to proceed with the inquiry of procurement of material (insulation block and support material). No additional confirmation from Linde is required. Linde will receive the prices and any deviations for approval.</p> <p>PTSC will proceed procurement. TBE is not required for approval. MTO will be confirmed by Linde via email.</p>	Info									
6.5	Linde to answer the email PTSC-LEHQ-E 00426	Linde	05.03.20								
6.6	Linde to provide a MTO for all Linde provided E&I material.	Linde	09.03.20								
7	QA/QC										
7.1	<p>The PIM will start on Wednesday, 19.02.20, at 9:00.</p> <p>Linde to send the invitation to PTSC.</p>	Linde	17.02.20								
7.2	<p>PTSC to submit the NDE-procedure for approval.</p> <p>Linde will not accept the procedure from other projects.</p>										



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7.3	Training for the welding in CMS was done on 25.02.20.	Info	
8	<b>Logistic</b>		
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	
8.3	Another VC shall be organized for the load out. Linde will invite for the meeting on 25.02.20.	Linde	24.02.20
	MoM of the meeting was sent. Linde to review and resubmit.	Linde	04.03.20

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9	<b>Schedule</b>		
9.1	Column 1206T01 will be delivered end of September due to quality problems. Prefabrication of pipes for CA 1A5180P can be postponed!  Linde to inform PTSC about the shipping window of the columns, which is ordered in order to inform the Subcontractors and the port owner.	Info  Linde	  06.03.20
9.2	Progress report was sent by PTSC in week 09 (PTSC-LEHQ-E-00403). Linde to review and comment.	Linde	04.03.20
9.3	Linde to send the template of progress report (weekly and monthly)	Linde	06.03.20
10	<b>Mechanical Completion / Precommissioning</b>		
10.1			
10.2			
11	<b>Documents / Procedures</b>		
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	<b>Miscellaneous</b>		
12.1			
12.2			
	=== END OF MOM ===		

## 13 ATTACHMENTS

None