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| Date: | 17.02.2020 |
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| Topic | Weekly Construction Meeting, week 08 |
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| Prepared by: | Max Leidel |
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| Participants: | **via Video Conference**  **COMPANY - Linde Engineering**  Maximilian Leidel  Paul Palmer  **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 |
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| Distribution: | Participants, |
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| Attachments: |  |

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| **Item** | **Topic** | | Action  by | Due  Date |
|  | HSE | |  |  |
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|  | Material Administration / Warehouse | |  |  |
|  | 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. | |  |  |
|  | The shortages listed in email PTSC-LEHQ-E-00344 shall not be handled as OSD, as the quantities therefore are too less. | | Info |  |
|  | PTSC to send the list of IDs, where there are discrepancies to the material certificates or shortages in fittings. | | PTSC | 17.02.20 |
|  | Linde has provided the update of the delivery status | | Info |  |
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|  | Piping | |  |  |
|  | The prefabrication can start after the PIM | | Info |  |
|  | The MTO of the temporary material, sent by PTSC, will be checked and commented by Linde | | Linde | 18.02.20 |
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|  | Painting | |  |  |
|  | Linde to submit the quantity and progress determination for painting | | Linde | 18.02.20 |
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|  | Insulation | |  |  |
|  | MDS were submitted by PTSC.  Linde to review and comment | | Linde | 24.02.20 |
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|  | E&I | |  |  |
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|  | QA/QC | |  |  |
|  | The PIM will start on Wednesday, 19.02.20, at 9:00.  Linde to send the invitation to PTSC. | | Linde | 17.02.20 |
|  | PTSC to submit the NDE-procedure for approval.  Linde will not accept the procedure from other projects. | |  |  |
|  | Logistic | |  |  |
|  | Linde to submit the name and contact of the Marine Warranty Surveyor | | Linde | 17.02.20 |
|  | Maik Ludwig will arrive today in Vung Tau and is going to clarify all open issues regarding shipment of columns | | Info |  |
|  | Schedule | |  |  |
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| 0 | Mechanical Completion / Precommissioning | |  |  |
| 1 |  | |  |  |
| 2 |  | |  |  |
| 0 | Documents / Procedures | |  |  |
|  | Status of PTSC-documents shall be “**IFR**” during review cycles and “**IFA**” for the final version. No other abbreviations shall be used! | | Info |  |
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| 0 | Miscellaneous | |  |  |
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|  | === END OF MOM === | |  |  |

# ATTACHMENTS

None