

Extent and supply of documentation of electrical and instrumentation plants

Introduction

These directions provide a means of specifying the extent of, and defining the responsibility for, documentation for electrical and instrumentation plants, equipment or parts thereof, whether stand alone or forming part of mechanical or building structural plant or equipment.

The appendix to SSG 4552E (documents regarding electrical and instrumentation planning) is intended to be included as an appendix to enquiries, contracts and orders, and also to be used during planning, initial design and definitive design. In appendix 5 to the SSG contract reference is made to SSG 4552E.

Technical specification for electrical equipment included in machinery and mechanical equipment, see SSG 4700E.

Extent and supply for control system plants, see SSG 5225E.

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1 Dokument

These documents are primarily intended for use during the project planning and design stages and for inclusion in the tender documents. The contents of the documents are described in section 3 and the appendix.

Most of these documents are, once a plant is completed and delivered, to be available as reports to the plant in question.

Most documents may be in their preliminary or final edition (normally upon delivery of the plant).

Projects, plant, equipment or parts thereof are to be specified sufficiently exactly to ensure that boundaries, in particular those pertaining to areas of responsibility, are as clear as possible.

Attempts should be made to ensure such division that only one party (of Purchaser or Supplier) is indicated as responsible for the supply of a certain type of document. Such indication is to be by means of a cross (X) or code letter in appropriate areas of the document.

An original document is one which - irrespective of its method of physical production and/or number of copies - is assigned the property of a main document (often giving its legal status by means of signature, written qualification, stamped text or other means (e.g. in a database).

For by far the majority of plants, documentation of electrical equipment should always be obtained in original format.