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| **Project Title**  Maintenance  XXX | | | | | | |
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| A | XX.XX.XXX | Issued for review | | XX | XX | XX |
| Rev. | Date | Description | | Prepared | Verified | Approved |
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| Logo | | | Document Title | | | |
| Maintenance  XX XXXX | | | |
| Document Number | | | |
| XXXX-XX | | | |

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OBJECTIVES/PURPOSE

This procedure describes the actions required to take equipment out for maintenance and to reinstall it after maintenance.

The purpose of this procedure is to XX XXX.

RISK ASSESSMENT

|  |  |
| --- | --- |
| **Hazards** | **Precautions and risk mitigation** |
| xxx | xxx |
| xxx | xxx |

STATUS – PREREQUISITES

| **Step** | **Action** | **Notes** | **Reference** | **Remarks** | **Sign** |
| --- | --- | --- | --- | --- | --- |
| Status of the Plant | | | | | |
|  | xxx |  |  |  |  |
|  | xxx |  |  |  |  |
| Prerequisites | | | | | |
|  | xxx |  |  |  |  |
|  | xxx |  |  |  |  |

PREPARATION FOR MAINTENANCE

| **Step** | **Action** | **Notes** | **Reference** | **Remarks** | **Sign** |
| --- | --- | --- | --- | --- | --- |
| Preparations | | | | | |
|  | xxx |  |  |  |  |
|  | xxx |  |  |  |  |

MAINTENANCE

This procedure describes the actions required to take equipment out for maintenance and to reinstall it after maintenance. The maintenance itself is not part of this procedure

REINSTALLATION AFTER MAINTENANCE

| **Step** | **Action** | **Notes** | **Reference** | **Remarks** | **Sign** |
| --- | --- | --- | --- | --- | --- |
| XXX | | | | | |
|  | xxx |  |  |  |  |
|  | xxx |  |  |  |  |
|  | xxx |  |  |  |  |