|  |
| --- |
| **Project Title**Routine Operation 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 |
| Routine OperationsXX XXXX  |
| Document Number |
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OBJECTIVES/PURPOSE

The purpose of this procedure is to XX XXX.

RISK ASSESSMENT

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

STATUS – PREREQUISITES - PREPARATIONS

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

PROCEDURE

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