

GP 20-01-01	Inspection of Equipment and Materials	November 2008
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Inspection of Equipment and Materials

GP 20-01-01

Scope

- 1) [I] This Global Practice (GP) lists equipment and materials for which the Company requires inspection by a Company Inspector or an appointed Owner's Representative, and this GP defines requirements relating to the inspection activities of this equipment and material.
- 2) [I] This GP shall be applied to any direct or indirect purchase orders or suborders issued on behalf of, or by, the Company.

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Documents

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GP 20-01-01	Inspection of Equipment and Materials	November 2008
-------------	---------------------------------------	---------------

Table of Contents

1. Required References	3
1.1. Global Practices–ExxonMobil Engineering Practices	3
1.2. EMRE–ExxonMobil Research and Engineering	3
2. Additional Requirements.....	3
3. Definitions.....	4
4. Inspection Activities and Data Requirements	4
5. Supplier/Subsupplier Obligations and Responsibilities.....	5
Record of Change	17
Attachment: Purpose Code Definitions.....	19

RFCH, DIOL	For Company Use Only	Version 2.1.0
Page 2 of 19	©ExxonMobil Development Company	 Documents Document Sharing Hub

GP 20-01-01	Inspection of Equipment and Materials	November 2008
-------------	---------------------------------------	---------------

1. Required References

This section lists the Practices, codes, standards, specifications, and publications that shall be used with this document. Unless otherwise specified herein, use the latest edition.

1.1. Global Practices–ExxonMobil Engineering Practices

GP 20-01-02	Administrative Procedures for Obtaining Inspection
GP 20-01-03	Quality Programs

1.2. EMRE–ExxonMobil Research and Engineering

Equipment Criticality Rating Process	EMRE Projects Equipment Criticality Work Process
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2. Additional Requirements

- 1) [*] [I] [R] Table 1 of this GP lists equipment and materials that require inspection by the Company Inspector or Designated Representative unless specifically waived by the Owner.
- 2) [I] The following modifications to the requirements of this GP will be specified in the purchase order:
 - a) Specific Owner requirements
 - b) Compliance with local rules and regulations
 - c) Additions or deletions to Table 1

Note: This does not preclude the Inspector from inspecting material or equipment component parts that are utilized in fabrication/assembly of equipment and materials in Table 1.

- 3) [I] [R] Inspection and test requirements shall include, but not be limited to, those contained in the purchase order.
- 4) This GP makes reference to equipment and material that would require subsequent reference to a large number of additional GPs. To make this GP more efficient, a rationalized listing of all possible GPs will not be provided here. Alternatively, a link to the [ExxonMobil Engineering Practices System \(EMEPS\)](#) is provided for the user's convenience.
- 5) While every effort has been made to provide a link to the applicable GPs in Table 1 of this GP, users are encouraged to reference the specific GP covering the equipment and material in consideration.
- 6) [A] [R] Engineered equipment listed in Table 1 of this GP shall be assigned a Criticality Rating in accordance with EMRE Projects Equipment Criticality Work Process or equivalent as approved by the Owner's Engineer.
- 7) [GP 20-01-02](#) covers the administrative process for securing inspection of equipment and material listed in Table 1 of this GP.

RFCH, DIOL	For Company Use Only	Version 2.1.0
Page 3 of 19	©ExxonMobil Development Company	



GP 20-01-01	Inspection of Equipment and Materials	November 2008
-------------	---------------------------------------	---------------

3. Definitions

Term	[I] Description
Company	ExxonMobil or ExxonMobil Affiliates.
Direct Orders	Purchase orders issued to a Supplier on behalf of, or by, the Company for materials or equipment. (These are also known as "main orders" or "prime orders.")
Indirect Orders	Purchase orders issued by a Supplier (who is recipient of a direct order) for mill or foundry materials or component parts or subassemblies for fabrication or assembly. (These are also known as "suborders," "shop orders," "internal work orders," etc.)
Inspector	The Company Inspector, or the appointed Owner's or Purchaser's Representative.
Owner	The Company that will receive the equipment or materials.
Purchase Order	As used in this GP includes the purchase order (or contract) document, its referenced specifications and practices, attachments, codes, standards, other referenced documents, and all agreed amendments thereto.
Purchaser	May be the Company or a Company Designated Representative responsible for procuring equipment, components, materials, systems, or services.
Supplier	The Manufacturer, Vendor, Subsupplier, Contractor or Subcontractor, and/or the recipient of the purchase order.

4. Inspection Activities and Data Requirements

- 1) [*] [C] [R] The scope and extent of inspection may vary depending on the criticality and end use of the equipment. The specific inspection activities will be developed by the Inspector and Owner with the Supplier. Unless otherwise specified, the equipment and materials in Table 1 may be inspected at the source, or at the Supplier or Subsupplier final manufacturing or assembly point as determined by the Inspector and Owner.

- The Purchaser shall include reference to this GP in all requisitions/purchase orders for equipment and materials listed in Table 1.
- The Purchaser shall include the following inspection clause in all purchase orders for equipment and materials listed in Table 1:

The goods covered by this purchase order and any subsequent suborders shall be subject to inspection by the Company or its Designated Representative under the guidance of GP 20-01-01.

The Supplier/Subsupplier shall notify Company or its Designated Representative and the assigned Inspector at least 5 working days before items are ready for inspection.

RFCH, DIOL	For Company Use Only	Version 2.1.0
Page 4 of 19	©ExxonMobil Development Company	



Documents

Document Sharing Hub

GP 20-01-01	Inspection of Equipment and Materials	November 2008
-------------	---------------------------------------	---------------

- 2) [*] [O] [R] Unless otherwise authorized by the Owner, the Inspector will not release any equipment and materials that have any of the following issues:
 - a) Do not comply with the requirements of the purchase order
 - b) Cannot be identified with applicable specifications, or insufficient data is available to assure compliance
 - c) In the opinion of the Inspector, are of unacceptable workmanship
- 3) [O] [R] Data requirements shall be as follows:
 - a) The Supplier shall provide sufficient documentation to the Inspector at the time of, during, or before the final inspection and prior to shipment, which demonstrates that the requirements of the purchase order or subsequent amendments have been met. This documentation may include a copy of mill test data or other acceptable chemical and physical material data, code forms, charts, certificates, inspection and test reports, and other information required by the purchase order.
 - b) If in-process inspection or final inspection has been waived, the specified number of documents (e.g., copies of mill test data or other acceptable chemical and physical material data, code forms, charts, certificates, inspection and test reports, and other required information and certificates needed to verify compliance with local rules and regulations and requirements of the purchase order) shall be forwarded directly to the Purchaser at, or prior to, shipment.
 - c) [*] If specified, a "Certificate of Compliance" stating compliance with the purchase order requirements and the applicable specification or standard shall be issued by the Supplier and shall be provided to the Inspector at the time of, or before, final Inspection and prior to shipment.

5. Supplier/Subsupplier Obligations and Responsibilities

- 1) [C] [R] Quality Assurance: The Supplier is obligated to assure the quality of the equipment and materials being provided under the purchase order, either directly or indirectly. The Supplier shall provide the following:
 - a) The Supplier shall provide its own quality control and inspection of the materials to ensure that the requirements of the purchase order and its referenced specifications are met.
 - b) The Supplier shall record and maintain records of the quality control inspection activities performed.
 - c) Inspection by the Company or its Designated Representative does not relieve the Supplier of obligations as defined in Item (1). Neither does such inspection relieve the Supplier from guarantees of material, apparatus, workmanship, and/or performance.
 - d) The Prime Supplier shall include all applicable purchase specification requirements in its suborders to lower tier Subsuppliers. This is defined as specific Mechanical Job Specifications, Data Sheets, applicable Company GPs, and any other technical data and documentation relevant to the Supplier's/Subsupplier's scope of work.
 - e) The Prime Supplier shall provide the Company or its Designated Representative with a list of proposed Subsuppliers being considered to provide equipment and materials listed in Table 1 of this GP. The Prime Supplier shall provide this list for Company or Designated Representative review and comment prior to issuing any suborders.
 - f) The Prime Supplier shall provide the Company or its Designated Representative with copies of suborders for equipment and materials listed in Table 1 of this GP.

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Page 5 of 19	©ExxonMobil Development Company	



Documents

Document Sharing Hub

GP 20-01-01	Inspection of Equipment and Materials	November 2008
-------------	---------------------------------------	---------------

- g) [*] The Company or its Designated Representative will review suborders and develop inspection strategies for the equipment and materials covered therein.
- h) All purchase orders and subsequent suborders for equipment and materials listed in Table 1 of this GP shall include the following inspection clause:
- The goods covered by this purchase order and any subsequent suborders shall be subject to inspection by the Company or its Designated Representative under the guidance of GP 20-01-01.*
- The Supplier/Subsupplier shall notify Company or its Designated Representative and the assigned Inspector at least 5 working days before items are ready for inspection.*
- 2) [C] [R] Free Entry: The Supplier shall afford the Inspector the right of access and free entry to any areas of the Supplier or Subsupplier premises where storage, work, or testing of any equipment or material component is being performed to fulfill purchase order requirements. Unrestricted opportunity shall be provided to the Inspector to verify compliance of equipment and material components with the requirements of direct or indirect purchase orders.
- 3) [S] Inspector's Safety: The Supplier shall provide a safe working environment for the Inspector and shall alert the Inspector of potential hazards. If in the opinion of the Inspector the working conditions are unsafe, then the Inspector will not perform the work.
- 4) [I] [R] Quality Program: When [GP 20-01-03](#) is specified, the Supplier shall follow the approved Quality Program to assure the quality of the equipment and materials that are being provided either directly or indirectly. The Quality Program shall assure that the requirements of the purchase order, its referenced specifications, all attachments, and amendments thereto will be addressed and satisfied during the fabrication and/or manufacturing process.

Table 1: List of Equipment and Materials to be Inspected

([*] Unless otherwise specified, the equipment and materials in this table may be inspected at the originating source, or at the Supplier or Subsupplier final manufacturing or assembly points, as determined by the Inspector and Owner.)	
1.	Agitators and mixers: Over 20 hp (15 kW) (GP 10-09-01)
2.	Boilers and associated parts: (GP 07-02-01) a. Assembled water walls and superheater b. Boiler tubes after bending, or after fin attachment for water walls c. Drums (GP 05-01-01 / GP 05-02-01 / GP 05-03-01) d. Headers (GP 03-04-01) e. Installed refractory (shop only) (GP 19-03-01) f. Stacks (GP 04-05-01) g. Steam separation equipment (GP 05-01-01 / GP 05-02-01 / GP 05-03-01) h. Tube supports (GP 18-03-04)
3.	Bolting: (GP 03-16-01) a. Alloy (e.g., A193, A320, A325, etc.)

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Page 6 of 19	©ExxonMobil Development Company	



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