
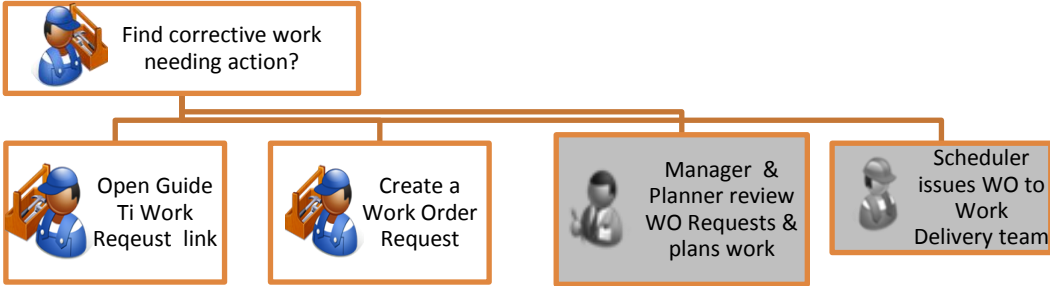
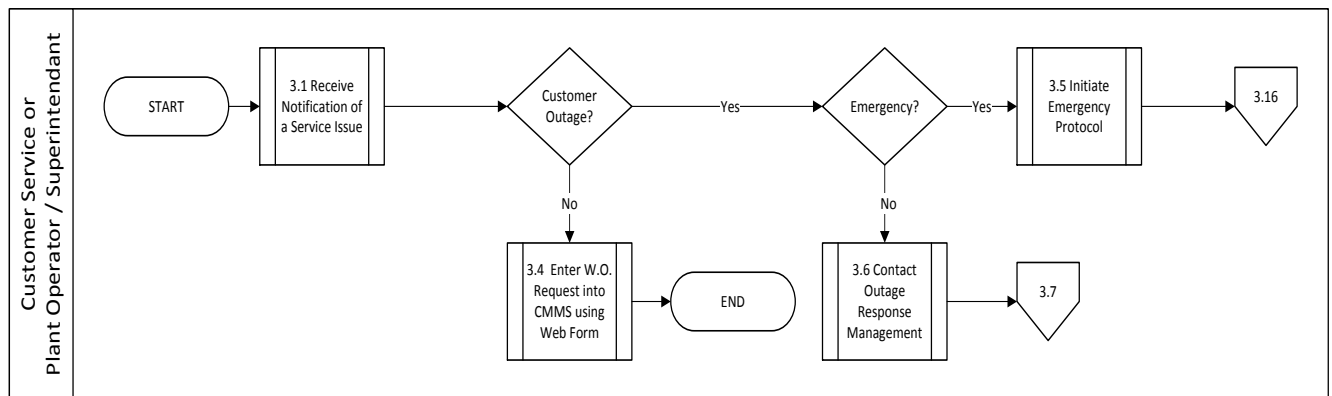


CMMS ACTIVITIES			WORK REQUESTING	
WHEN? DURING:	OUTAGES, EMERGENCIES, CORRECTIVE WORK MONITORING			
WHO? NTPC POSITIONS:	HYDRO DIVISION		THERMAL DIVISION	
	PLANT OPERATORS, PLANT SUPERINTENDENTS		NON-OPERATIONAL HSE, FINANCE, AME, SNR MGT	
YOUR GUIDE TI PROFILE	“VIEWER”			
WHAT YOU CAN DO IN GUIDE-TI?	<ul style="list-style-type: none"> • View-only access to asset tree, asset list, technical datasheet information etc. that has been populated for assets • View-only access to outstanding work orders • View-only access to upcoming preventives list • View-only access to triggered preventives list • View-only access to completed preventives list • View-only access to completed corrective work orders • Can initiate new work orders (corrective only) through web interface 			
YOUR SUPPORT TEAM	HYDRO DIVISION		THERMAL DIVISION	
	PLANNER: MORRIS CALLAHAN		PLANNER: STUART ROBINSON, LES WATSYK	
	MANAGERS: KEN BELL, SERGIO CATLYN, ROB SUNDERLAND, COLIN STEED, ROBERT BURGIN		MANAGERS: KELLY MCLEOD, BOYD MALLALEY, BOB ELDRIDGE, DANIEL BRUNEAU	
	CMMS SPECIALIST: CHRIS CHATWOOD SYSTEM ADMINISTRATORS: HELP DESK (BLAINE MCKAY)			
HOW? YOUR DUTIES	 <pre> graph TD A[Find corrective work needing action?] --> B[Open Guide Ti Work Request link] A --> C[Create a Work Order Request] A --> D[Manager & Planner review WO Requests & plans work] A --> E[Scheduler issues WO to Work Delivery team] </pre>			

MORE INFORMATION AVAILABLE ON **Power Box**
COMMENTS? EMAIL: CMMS@NTPC.COM

CMMS PROCESS DETAILS

Process No.	Process Description	Process Narrative
3.0	Enter Emergency, Customer Outage and Corrective Work into CMMS	Unplanned work requests are those that are not auto-generated by the CMMS as a result of preventative maintenance procedures or standards assigned to assets. Unplanned work request are ad-hoc requests generated by manual input into the CMMS system.
3.1	Receive Notification of a Service Issue	Reporting of service issues are typically received from either from NTPC customers who have experienced a service disruption or from operational staff who have identified a deficiency to the electrical system. Reported service issues may be emergency in nature, related to an unplanned system outage or merely requires corrective maintenance to be planned and carried out.
3.2	Identify Corrective Work	Corrective work may also be identified by field staff as a result of being onsite to carry out other duties. Non-emergency corrective work is entered into the CMMS for review and approval.
3.3	Enter Work Order Request into CMMS	Identified corrective work that is non-emergency and non-system-outage related are entered into the CMMS for subsequent review, approval and planning and scheduling if the corrective work request is deemed to be valid by NTPC's assigned work request approver.
3.4	Enter Work Order Request into CMMS using Web Form	For non-technical users, a web form has been developed to capture work requests. The web form may be accessed at http://workrequest.ntpc.com . This web form is currently only accessible within NTPC's intranet.
3.5	Initiate Emergency Protocol	If the service request is deemed to be an emergency as defined in NTPC's Emergency Response Plan, the coordinated actions outlined in that plan is put into effect.
3.6	Contact Outage Response Management	Service requests that involve an outage is reported directly to the Outage Response Manager on duty. The Outage Response Manager coordinates the activities needed to repair the outage in a timely fashion.



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