

To: U1R28 Shift Outage Managers

From: Senior Management Representative

Date: April 19, 2004

Subject: Work Prior to and During Outage Briefing

The following change is being made to improve efficiency on long duration jobs and critical path activities.

For crews that have a shift turnover before the scheduled OCC interactive turnover it is acceptable for the crews to begin work before receiving the OCC turnover brief provided the following conditions are met:

- The on-coming supervisor has received a Senior Management interview for the job.
- The on-coming individuals have been pre-job briefed on the scope of the job and performance expectations.
- If the job is being worked both shifts the on-coming crew has received a turnover brief from the previous shift.
- The crew would break at 0645 (1845) to receive the OCC interactive turnover briefing. For critical path jobs this briefing can be scheduled at a convenient time by the supervisor.

Application of these guidelines specifically for the ongoing activities to repair the polar crane has been discussed with Senior Plant Management.

Approval is granted for application of these guidelines to the ongoing activities to repair the polar crane, which is critical path to exit the existing yellow Shutdown Safety condition. Additional discussion will occur on day shift today to obtain consensus for general application of these guidelines.

Approved: Brian Dwyer / [Signature] Date: 4/19/04
Print Sign
Senior Management Representative

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