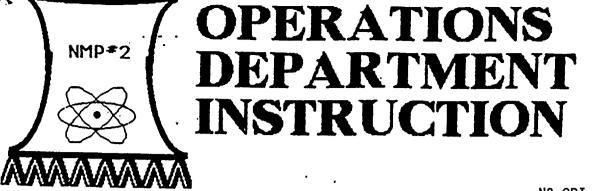
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SKILLS OF THE TRADE

N2-ODI-5.16 Rev O (TCN-1)

SUPERION ONLY

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## 1.0 <u>INTRODUCTION</u>

The intention of this O.D.I. is to identify some of the many practices and duties that are skills of the trade for Operations Department Personnel.

Skills of the trade are those actions, practices, event identifications or problem solving techniques that an operator takes without needing an approved procedure to follow as a guide. (Ref. AP-4.0, Section 5.7.2)

Approved:

## 2.0 <u>DISCUSSION</u>

During the course of many plant situations, the identification and correcting of problems might require an operator to use his/her "Skills of the Trade". Skills of the trade are acquired by many different ways: training, prior operating experience, working with and talking to knowledgeable experienced operators.

Skills of the trade are hard to formally put into a procedure due to the many different situations that-arise. General topics or areas of problems can be identified and listed with some of the many possible solutions. In no way is this Operating Department Instruction meant to take the place of an operator from thinking, or using his/her "skills of the trade" to combat a problem.

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## "SKILLS OF THE TRADE" TOPICS

The following is a list of what is considered "skill of the trade" topics that do not require an approved procedure for a operator to perform.

- 1. Changing/replacing light bulbs
- 2. Changing/replacing chart paper
- 3. Changing/replacing recorder ink pens
- 4. Use of portable pumps
- 5. Use of hydro pumps
- 6. Use of portable fans
- 7. Use of portable heaters
- 8. Operation of a fluke
- 9. Use of test gages
- 10. Operation of temperature probes
- 11. Operation of vibration probes
- 12. Operation of pressure reducing valves
- 13. Operation of valve controllers
- 14. Operation of temperature control valves
- 15. Operation of flow control valves
- 16. Operation of level control valves
- 17. Operation of overhead doors
- J8. Operation of safety equipment
  - a. Showers
  - b. Eye wash stations
  - c. Acid clothes
  - d. Castic clothes

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19. Operation of portable lifting equipment

- a. Barrel lifts
- b. Barrel charts
- c. Chain falls
- d. Lift-a-lofts
- 20. Removal, installation and tightening of flanges, access covers, etc.
- 21. Tightening of fittings, etc, to stop leakage
- 22. Operation of getars
- 23. Blowing down steam traps
- 24. Filling of loop seals
- 25. Blowing down air tanks
- 26. Blowing down transmitters
- 27. Use of portable communication equipment
- 28. Flushing of systems and or components
- 29. Seating valves
- 30. Unseating stuck valves
- 31. Centrafuging oil

## 4.0 DOCUMENTATION

4.1 Activities which are performed on specific systems as "Skills of the Trade" to correct repetitive problems should be incorporated into appropriate procedures or corrected per problem reports, work requests, or other appropriate documents.

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