

## **CONSTRUCTION DOCUMENTATION - C4G PROJECTS**

### **A. STRUCTURE OF CONSTRUCTION DOCUMENTATION**

#### **0. DESIGN DOCUMENTATION FOR JOINT PERMIT (DUSP)**

Scope and content of design documentation for joint permit must be in line with regulation No. 499/2006 in wording of regulation No. 405/2017, i.e. it's about the following main parts:

- A Summary Report
- B Overall Technical Report
- C Layouts
- D Documentation of Objects and Technical and Technological Units Statements

For more details see regulation No. 405/2017 – Annex 8.

**Design documentation for joint permit will be provided by NET4GAS, s.r.o. Documentation will be available in Czech language only.**

#### **1. DETAIL DESIGN DOCUMENTATION**

Scope and content of detail design documentation must be in line with regulation No. 499/2006 in wording of regulation No. 405/2017, i.e. it's about the following main parts:

- A Summary Report
- B Overall Technical Report
- C Layouts
- D Documentation of Objects and Technical and Technological Units
- E Statements

For more details see regulation No. 405/2017 – Annex 13.

#### **2. AS-BUILT DESIGN DOCUMENTATION**

Scope and content of detail design documentation must be in line with regulation No. 499/2006 in wording of regulation No. 405/2017, i.e. it's about the following main parts:

- A Summary Report
- B Overall Technical Report
- C Layouts
- D Drawing Documentation

For more details see regulation No. 405/2017 – Annex 14.

As-built design documentation shall be prepared in two time phases and two packages:

- i. RMD – Red Mark Documentation (necessary before submission of Application for Trial Operation Permit)

- i.a RMD as-built documentation based on DUSP for building authorities (in Czech language only).  
Number of copies as per building authorities' requirement plus one (1) paper copy and digital form for NET4GAS needs.
- i.b RMD as-built documentation based on Detail design documentation for NET4GAS (in both Czech and English language).  
Four (4) paper copies and digital form are required.
- ii. Final clean copy (necessary before submission of Application for Final Operation Permit)
- ii.a Final clean copy of as-built documentation based on DUSP for building authorities (in Czech language only).  
Number of copies as per building authorities' requirement plus one (1) paper copy and digital form for NET4GAS needs.
- ii.b Final clean copy of as-built documentation based on Detail design documentation for NET4GAS (in both Czech and English language).  
Four paper copies and digital form (pdf and editable version) are required.

### **3. CONTENT OF CONSTRUCTION DATA BOOK**

#### **3.1 General documentation of the Contractor**

- i. Copy of Authorization of the company as per law No. 174/1968 in valid wording
- ii. Copy of Authorizations of the assembly workers of specified technical equipment as per law No. 174/1968 in valid wording
- iii. Copy of Authorization of inspectors of specified technical equipment as per law No. 174/1968 in valid wording
- iv. Copy of Authorizations of the persons carrying out the specified activities within construction as per law No. 360/1992 in valid wording
- v. Lists of the workers incl. their authorizations/certificates of the professional qualification (welding engineers, welders, coaters, machine operators and suchlike)
- vi. Other legally required company and staff documentation
- vii. List of sub-suppliers with indication of their site activity approved by NET4GAS incl. the relevant authorizations, certificates, lists, etc.

#### **3.2 Technical documentation of construction activities**

- i. Method Statements of assembly and civil works
- ii. WPS incl. WPQR
- iii. Protocols of welders' pre-production site testing
- iv. PEP (Project Execution Plan)
- v. HSE Plan
- vi. Building logs
- vii. Welding log
- viii. List of gold welds
- ix. NDT log
- x. Coating logs
- xi. Cable books
- xii. Partial technical reports
- xiii. Handover/Takeover protocols (related to materials, works, plot owners, owners / operators of crossed or touched infrastructure, etc.)
- xiv. Photograph documentation
- xv. Other relevant documentations
- xvi. Documentation of wastes' liquidation

### 3.3 Documentation of the used materials

- i. Lists of materials per commodities with indication of installation location according to design documentation (Building Objects, Technological Units, etc.)
- ii. MDR (Manufacturing Data Book) of each commodity consisting at least of (as applicable):
  - ✚ Material certificates
  - ✚ ITP
  - ✚ FAT documentation
  - ✚ Testing protocols and reports
  - ✚ Inspection protocols
  - ✚ General arrangement drawings
  - ✚ Wiring and connection schemes
  - ✚ PED, ATEX certificates
  - ✚ Declaration of Conformity
  - ✚ Installation, maintenance and operation manuals
- iii. Welding consumables
- iv. Coating materials
- v. Other relevant documents

### 3.4 Quality documentation

- i. QAP (Quality Assurance Plan)
- ii. ITP (Inspection and Testing Plan)
- iii. Inspection reports of Third Parties
- iv. Testing protocols of:
  - ✚ Individual tests
  - ✚ Hydrostatic pressure tests and Stress tests
  - ✚ Functional tests
  - ✚ SAT documentation
  - ✚ Pre-commissioning tests
  - ✚ Commissioning tests
- v. Mechanical Completion Plan
- vi. Pre-commissioning Plan
- vii. Commissioning and Start-up Plan
- viii. NDT protocols, reports, images
- ix. Authorization and certificates of NDT company and its staff
- x. Technical and obligatory statements of TI ČR and Third Parties
- xi. Partial Audit reports of specified technical equipment (gas, pressure, electrical, lifting)
- xii. Overall Initial audit report of technical specified equipment gas
- xiii. Protocols and permits for gas-in of NET4GAS Start-up Committee
- xiv. Other relevant quality documentation

## 4. MANUALS AND TRAINING DOCUMENTATION

- i. Operation manuals
- ii. Various user manuals
- iii. Documentation proving the required trainings of NET4GAS operation and maintenance staff

**5. CONTRACTUAL AND AUTHORITY DOCUMENTATION**

- i. All permits in accordance with law No. 183/2006 in valid wording (Building law)
- ii. Handover/Takeover protocols of the project for each contractually determined object / phase / milestone
- iii. Handover/Takeover protocols, statements and other documents proving the fulfilling of all conditions and requirements of Building Permit
- iv. Obligatory statements of touched authorities
- v. Other documents required by building authority office.

**B. CONTENT OF CONSTRUCTION DOCUMENTATION AS PER IMPLEMENTATION PHASES****1. DOCUMENTATION PROVIDED BEFORE START OF ANY SITE ACTIVITIES**

- A.0. – Design documentation for joint permit
- A.1. – approved detail design documentation
- A.3.1 – all contractors and their sub-suppliers
- A.3.2 i.-v. – approved by NET4GAS or his nominated representatives
- A.3.2 xiii.-xiv. – status before start of work
- A.3.3 – before installation of each material (if applicable)
- A.3.4 i.-ii.
- A.3.4 v.-vii. – approved version at least 30 days before start for each phase

**2. TIE-IN TO THE EXISTING OPERATED NET4GAS INFRASTRUCTURE**

It's about the fulfilling of a partial contractual milestone, typically implementation or/and connection of realized construction portion during determined shutdown, handover and put into operation. Before start-up and gas-in the following documentation of related construction portion shall be provided:

- A.2. i.
- A.3.2 vi.-xii.
- A.3.3
- A.3.4 iii.-iv., viii.-xiv.
- A.4. (applicable items)

**3. MECHANICAL COMPLETION, PRE-COMMISSIONING, COMMISSIONING AND START-UP**

Everything listed by the point B.2. plus:

- A.3.2 i.-iii., xiii.-xv.
- A.4.

**4. DOCUMENTATION FOR TRIAL OPERATION PERMIT**

Everything listed by the point B.3. plus:

- A.0.
- A.2. i.
- A.5.i.
- A.5.ii-v. – partially if applicable

**5. DOCUMENTATION FOR FINAL OPERATION PERMIT**

Everything listed by the point B.4. plus:

- A.0.
- A.2. ii.
- A.3.2. xvi.
- A.5.ii-v. – completed

**C. COLLECTION, FILLING AND PROVIDING OF DOCUMENTATION**

Process of collection and filing of the documentation shall be continuous during all phases of the construction implementation. The documentation of each phase shall be provided in full required scope in line with approved realization time schedule.

The General Contractor is responsible for collection, filing and providing of the documentation in time. NET4GAS or his nominated representatives will regularly check status of the documentation as well as the same will be followed by Monthly Progress Report. General contractor shall continuously maintain the full package of the design and construction documentation in the paper form on site.

The General Contractor will compile and maintain all the above-mentioned required documentation continuously from start of its works on N4G SharePoint – DIP system (Documentation of Investment Projects). N4G will provide for responsible persons of the General Contractor access to the DIP system. The structure of the DIP will be provided on Kick-off Meeting.

NET4GAS will provide to General Contractor all the documentation of the materials, work or other services which will be arranged by NET4GAS (e.g. delivery of piping materials  $\geq$  DN 300, NDT).

For number of packages of provided Construction Book Documentation in paper and digital form see chapter 2. above.