

A proven process with professional people.

- *Conduct turnarounds on time and within budget*
- *Avoid costly surprises*
- *Set your people up to succeed*



Clear communication and our proven five-step process make plant turnarounds go smoother.

What's the secret to executing a flawless turnaround? Meticulous planning and precise communication.

We've built both into the five-step turnaround process used by Emerson's Instrument & Valve Services. With it, we're able to provide many tangible and repeatable benefits to customers who ask us to manage their turnarounds.

Step 1: Kick-Off Meeting

Associates from Emerson's Instrument & Valve Services and your local account representative

meet with your team to discuss your goals and the broad scope of the turnaround, including timing, duration, budget, and walk down schedule.

Together, we complete a kick-off checklist covering various real-world issues that we may encounter from the moment the process goes down until the moment it starts up again. This checklist forms the basis of a document that outlines your needs and describes the general repair procedure, which we'll deliver to the technicians.



After the initial meeting, we walk through your plant and, if necessary, conduct diagnostics on marginal equipment to determine which units need repair. During the walk-down, we will:

- Gather general product information
- Take “as-found” photographs
- Record serial numbers
- Document maintenance notes
- Raise questions regarding specific valve/instrumentation units

Step 1 Deliverables

- Completed Walk-Down List

Step 2: Refining the Details

We meet again with you to hammer out the final scope of the turnaround. This gives

everyone the opportunity to look at technical options and maintenance practices, review records and applications issues and confirm quality assurance and environment, safety and health (QA/ESH) requirements.

At this step we also prioritize the product list, reconcile product data and craft a plan for conducting diagnostic tests using our FlowScanner system.

The entire repair procedure is drawn out in detail in the General Customer Specification (GCS) document. Customized by you, the customer, this is the reference document used by the turnaround team. It’s included in every job folder, reviewed by everyone involved in the turnaround and includes critical details regarding production condition at time of:

- Arrival
- Disassembly
- Diagnostics using AMS™ Suite and FlowScanner
- Repair
- Welding
- Instrument calibration

Step 2 Deliverables

- Completed Turnaround Planner/Turnaround Management Checklist
- General Customer Specification (GCS)
- Application Review Form
- Master Tag Control Log

Step 3: Emerson Internal Planning

Together with your local account representative, we plan our resources and review our tools and equipment to ensure that we have everything we need on hand during the turnaround. We also define roles and responsibilities; making sure everyone on our team understands what’s expected of them.

Additionally, we develop our communication plan and pre-order parts and consumables, such as:

- Packing
- Gaskets
- Seat Rings
- Trim Parts
- Instruments, such as

transmitters, analyzers, mass flowmeters, etc.

- Accessories

Step 3 Deliverables

- Completed Internal Planning Checklist
- Parts Pre-Order Form

Step 4: Execution

Once your turnaround starts, we proceed to execute the work previously outlined. The work is conducted to your satisfaction, with daily status reports delivered so you're always aware of our progress.

During the turnaround, if any additional issues are identified during the turnaround which could affect the scope of work a change-order is generated for you to authorize.

The work is completed safely, within your budget and according to the schedule.

Step 4 Deliverables

- Daily Status Reports
- Change Order Forms (if necessary)
- Repair Documentation

Step 5: Post-Turnaround Review

After the turnaround, our entire team, including your local Emerson account representative, meets with you one last time to verify the value of the work completed and to receive your

feedback. Learning is important to us, and we encourage an open and straightforward discussion.

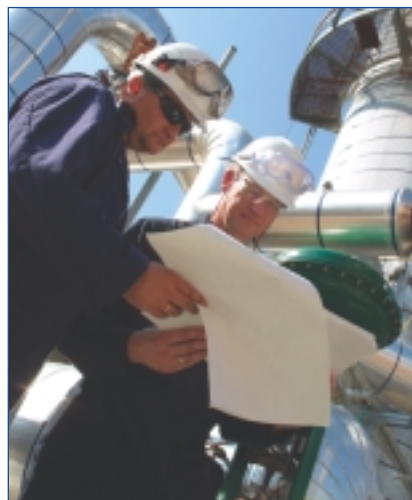
We also look ahead to your future needs and opportunities for more effective asset management.

Our final deliverable is a package of documents covering the results of the turnaround.

Step 5 Deliverables

- Final Turnaround Report including Documentation
- Post-Turnaround Meeting Minutes

Got a turnaround coming up? Now that you've seen our process on paper, let us show you how well it works in person. Put Emerson's Instrument & Valve Services to work on your next turnaround by calling your local account representative or the North American Response Center at 1-800-654-7768.



*For more information or to schedule service, please call your local Emerson Process Management sales representative or the North American Response Center at **1-800-654-7768**.*

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