

	TITLE KOEBERG NUCLEAR POWER STATION EQUIPMENT CONTROL FORM (ECF)					Reference No.: KFQ-ML-001					
						Revision: 5		Page: 1 of 2			
						Associated Procedure: KAA-640					
(CONTROL OF ITEMS LEAVING SITE FOR REPAIR OR SERVICE)											
DEFINITIONS AND ABBREVIATIONS, TOGETHER WITH INSTRUCTIONS FOR COMPLETING THIS FORM, APPEAR ON THE REVERSE OF THIS PAGE											
ECF to accompany item and OV28 to Stores – PR to be raised by the Originator											
1	SECTION A : ORIGINATOR					1a	ITEM REF No.				
NAME					PAX No.			DATE			
SIGNATURE			G/S		TIME			WORKS ORDER NO.			
PO No.			MN			RFO No.					
DESCRIPTION OF ITEM:								RETURN TO STORES		PRIORITY	
SPECIFICATION:				CLASSIFICATION:				YES	NO	1 2 3 4	
MANUFACTURER					MODEL TYPE						
SERIAL No.					FUNCTIONAL LOCATION						
REPAIR / SERVICE ACCORDING TO DOCUMENT / INSTRUCTION No.						QUALITY LEVEL					
SUPPLIER TO PROVIDE ROOT CAUSE ANALYSIS REPORT				YES	NO	SUPPLIER APPROVAL STATUS [✓]					
SUGGESTED SUPPLIER(S):					APPROVED		CONDITIONAL		NOT APPROVED		
HEAD OF SECTION NAME					SIGN			DATE			
2	SECTION B : MAINTENANCE QC										
HOLD / WITNESS POINTS ON INSTRUCTIONS:											
INSPECTOR NAME				PAX No.		SIGN			DATE		
3	SECTION C : RADIATION PROTECTION										
ITEM RADIOACTIVE:					YES <input type="checkbox"/> NO <input type="checkbox"/>						
CLEARANCE CERTIFICATE No. (If required) ATTACH APPROPRIATE RADIATION PROTECTION FORMS											
SRPA NAME				PAX No.		SIGN			DATE		
RETURN OF ITEMS											
4	SECTION D : ORIGINATOR										
RECEIVED BY (NAME)				TIME		DATE			SIGN		
ITEM SATISFACTORY?		Y	N								

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			Revision: 5	Page: 2 of 2
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DEFINITIONS AND ABBREVIATIONS

0V28	-	REMOVAL PERMIT - WAYBILL
ECF	-	EQUIPMENT CONTROL FORM (KFQ-ML-001)
EVS	-	ESKOM CORPORATE STANDARD
G / S	-	GROUP / SECTION
M & TE	-	MEASURING & TEST EQUIPMENT
MN	-	MATERIAL NUMBER
MQC	-	MAINTENANCE QUALITY CONTROL
PR	-	PURCHASE REQUISITION
Q1 – Q4	-	QUALITY LEVEL 1 TO 4
QADP	-	QUALITY ASSURANCE DATA PACKAGE
QP	-	QUALITY PLAN
RFO	-	REQUEST FOR OFFER
RI	-	RECEIPT INSPECTION
RPCC	-	RADIATION PROTECTION CLEARANCE CERTIFICATE
SG	-	SPECIFICATION GROUP
WP	-	WORK PLAN

INSTRUCTION FOR COMPLETING THE EQUIPMENT CONTROL FORM

Please PRINT clearly. If not applicable, please write "N/A" in relevant box. Forward to next section ONLY when all information is inserted.

1	-	SECTION A : ORIGINATOR The Originator, after identifying the defective item for off-site repair/service, must raise a PR or RFO and completes this section of the ECF. Attach copy of PR or RFO and Repair/Service Instruction and DSG Specification. Once the Purchase Order or Tasks Order has been received and approved the number must be completed in this section of the ECF.
1a	-	ITEM REF No. (GROUPS KAA-640 LOG BOOK REF No.) Each item for repair/service must be given its own sequential reference number. This number must be entered here. A record of these numbers must be kept in a Log Book by each responsible Group/Section/Contractor involved in sending items off-site for repair/service, e.g. 94/MMI/001, 94/EMI/001.
2	-	SECTION B : MAINTENANCE QC Maintenance QC completes this section indicating the Quality Control requirements (MQC Checklist) in accordance with KAD-023.
3	-	SECTION C : RADIATION PROTECTION Radiation Protection must fill in this section. If a Clearance Certificate is required the number must be referenced and the Certificate attached.
4	-	SECTION D : ORIGINATOR This section is completed by the Originator.