

## Process Technology III - Operations

| <b>SESSION</b> | <b>RECOMMENDED TOPIC SEQUENCE</b>                                       |
|----------------|---|
| 1              | Course Overview; Introduction to Operations                             |
| 2              | The Operating Unit  |
| 3              | Initial Unit Startup - Major Activities                                 |
| 4              | Normal Startup - Overview and Communication                             |
| 5              | Normal Startup - Equipment Inspection                                   |
| 6              | Normal Startup - Removal of Energy Isolation Devices                    |
| 7              | Procedure Writing   |
| 8              | Normal Startup – Utilities and Auxiliaries                              |
| 9              | Normal Startup - Utilities and Auxiliaries                              |
| 10             | Normal Startup - Process Unit   |
| 11             | Normal Startup - Process Unit; Review for Test                          |
| 12             | Test; Normal Ops – Monitor Unit (Overview)                              |
| 13             | Normal Ops – Monitor Unit (Field Tech)                                  |
| 14             | Normal Ops – Monitor Unit (Board Tech)                                  |
| 15             | Normal Ops - Other Duties   |
| 16             | Normal Ops - Comply with SH&E Policies                                  |
| 17             | Normal Ops - Verbal Communication                                       |
| 18             | Normal Ops - Written Communication and Shift Change;<br>Review for Test |
| 19             | Test; Abnormal Ops - Emergency Operations and<br>Emergency Situations   |
| 20             | Abnormal Ops - Table Top Drill  |
| 21             | On-The-Job Training   |
| 22             | Normal Shutdown - Overview and Communications                           |
| 23             | Normal Shutdown - Shutdown Unit   |
| 24             | Equipment Maintenance - Overview and Communications                     |
| 25             | Equipment Maintenance - Economic Impact                                 |
| 26             | Equipment Maintenance - SH&E Impact                                     |
| 27             | Equipment Maintenance - Documentation and Permits                       |
| 28             | Equipment Maintenance - Equipment Isolation                             |
| 29             | Turnarounds; Take Home Test   |
| 30             | Course Project - Conducting an OJT Session                              |

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| 31 | Course Project - Conducting an OJT Session |
| 32 | Course Project - Conducting an OJT Session |