


	<p>نگهداشت و افزایش تولید میدان نفتی بینک سطح الارض و ابنیه تحت الارض</p> <p>عمومی و مشترک</p>																									
<p>شماره پیمان: ۰۵۳ - ۰۷۳ - ۹۱۸۴</p>	<table border="1"> <tr> <th colspan="8">CORRECTIVE ACTION PROCEDURE</th> </tr> <tr> <td>نسخه</td> <td>سریال</td> <td>نوع مدرک</td> <td>رشته</td> <td>تسهیلات</td> <td>صادر کننده</td> <td>بسته کاری</td> <td>پروژه</td> </tr> <tr> <td>D00</td> <td>0043</td> <td>PR</td> <td>QC</td> <td>000</td> <td>PEDCO</td> <td>GNRAL</td> <td>BK</td> </tr> </table>	CORRECTIVE ACTION PROCEDURE								نسخه	سریال	نوع مدرک	رشته	تسهیلات	صادر کننده	بسته کاری	پروژه	D00	0043	PR	QC	000	PEDCO	GNRAL	BK	<p>شماره صفحه : ۱ از ۱۱</p>
CORRECTIVE ACTION PROCEDURE																										
نسخه	سریال	نوع مدرک	رشته	تسهیلات	صادر کننده	بسته کاری	پروژه																			
D00	0043	PR	QC	000	PEDCO	GNRAL	BK																			

## طرح نگهداشت و افزایش تولید ۲۷ مخزن

## CORRECTIVE ACTION PROCEDURE

### نگهداشت و افزایش تولید میدان نفتی بینک



D00	AUG. 2022	IFC	P.Imani	M.Fakharian	M.Mehrshad	
Rev.	Date	Purpose of Issue/Status	Prepared by:	Checked by:	Approved by:	CLIENT Approval
Class: 2		CLIENT Doc. Number: F0Z-707295				
Status:						
IDC: Inter-Discipline Check						
IFC: Issued For Comment						
IFA: Issued For Approval						
AFD: Approved For Design						
AFC: Approved For Construction						
AFP: Approved For Purchase						
AFQ: Approved For Quotation						
IFI: Issued For Information						
AB-R: As-Built for CLIENT Review						
AB-A: As-Built –Approved						

 <p>NISOC</p>	<p>نگهداشت و افزایش تولید میدان نفتی بینک سطح الارض و ابنیه تحت الارض</p> <p>عمومی و مشترک</p>																	
<p>شماره پیمان: ۰۵۳ - ۰۷۳ - ۹۱۸۴</p>	<p>CORRECTIVE ACTION PROCEDURE</p> <table border="1"> <tr> <td>پروژه</td> <td>بسته کاری</td> <td>صادر کننده</td> <td>تسهیلات</td> <td>رشته</td> <td>نوع مدرک</td> <td>سریال</td> <td>نسخه</td> </tr> <tr> <td>BK</td> <td>GNRAL</td> <td>PEDCO</td> <td>000</td> <td>QC</td> <td>PR</td> <td>0043</td> <td>D00</td> </tr> </table>	پروژه	بسته کاری	صادر کننده	تسهیلات	رشته	نوع مدرک	سریال	نسخه	BK	GNRAL	PEDCO	000	QC	PR	0043	D00	<p>شماره صفحه ۲: از ۱۱</p>
پروژه	بسته کاری	صادر کننده	تسهیلات	رشته	نوع مدرک	سریال	نسخه											
BK	GNRAL	PEDCO	000	QC	PR	0043	D00											

### REVISION RECORD SHEET



PAGE	D00	D01	D02	D03	D04
1	X				
2	X				
3	X				
4	X				
5	X				
6	X				
7	X				
8	X				
9	X				
10	X				
11	X				
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					
32					
33					
34					
35					
36					
37					
38					
39					
40					
41					
42					
43					
44					
45					
46					
47					
48					
49					
50					
51					
52					
53					
54					
55					
56					
57					
58					
59					
60					
61					
62					
63					
64					
65					

PAGE	D00	D01	D02	D03	D04
66					
67					
68					
69					
70					
71					
72					
73					
74					
75					
76					
77					
78					
79					
80					
81					
82					
83					
84					
85					
86					
87					
88					
89					
90					
91					
92					
93					
94					
95					
96					
97					
98					
99					
100					
101					
102					
103					
104					
105					
106					
107					
108					
109					
110					
111					
112					
113					
114					
115					
116					
117					
118					
119					
120					
121					
122					
123					
124					
125					
126					
127					
128					
129					
130					

 NISOC	<p>نگهداشت و افزایش تولید میدان نفتی بینک سطح الارض و ابنیه تحت الارض</p> <p>عمومی و مشترک</p>																									
شماره پیمان: ۰۵۳ - ۰۷۳ - ۹۱۸۴	<table><tr><th colspan="8">CORRECTIVE ACTION PROCEDURE</th></tr><tr><td>نسخه</td><td>سریال</td><td>نوع مدرک</td><td>رشته</td><td>تسهیلات</td><td>صادرکننده</td><td>بسته کاری</td><td>پروژه</td></tr><tr><td>D00</td><td>0043</td><td>PR</td><td>QC</td><td>000</td><td>PEDCO</td><td>GNRAL</td><td>BK</td></tr></table>	CORRECTIVE ACTION PROCEDURE								نسخه	سریال	نوع مدرک	رشته	تسهیلات	صادرکننده	بسته کاری	پروژه	D00	0043	PR	QC	000	PEDCO	GNRAL	BK	شماره صفحه: ۳ از ۱۱
CORRECTIVE ACTION PROCEDURE																										
نسخه	سریال	نوع مدرک	رشته	تسهیلات	صادرکننده	بسته کاری	پروژه																			
D00	0043	PR	QC	000	PEDCO	GNRAL	BK																			

## CONTENTS

1. INTRODUCTION ...	4
2. SCOPE .....	5
3. NORMATIVE REFERENCES .....	5
4. RESPONSIBILITIES .....	5
5. PROCEDURE .....	5
6. DOCUMENTATION .....	7
7. ATTACHMENT .....	8

 NISOC	<p>نگهداشت و افزایش تولید میدان نفتی بینک</p> <p>سطح الارض و ابنیه تحت الارض</p> <p>عمومی و مشترک</p>							
شماره پیمان:  ۰۵۳ - ۰۷۳ - ۹۱۸۴	CORRECTIVE ACTION PROCEDURE							شماره صفحه : ۴ از ۱۱
	پروژه	بسته کاری	صادرکننده	تسهیلات	رشته	نوع مدرک	سریال	
	BK	GNRAL	PEDCO	000	QC	PR	0043	D00

## 1. INTRODUCTION



Binak oilfield in Bushehr province is a part of the southern oilfields of Iran, is located 20 km northwest of Genaveh city.

With the aim of increasing production of oil from Binak oilfield, an EPC/EPD Project has been defined by NIOC/NISOC and awarded to Petro Iran Development Company (PEDCO). Also PEDCO (as General Contractor) has assigned the EPC-packages of the Project to "Hirgan Energy - Design and Inspection" JV.

### GENERAL DEFINITION

The following terms shall be used in this document.

CLIENT:	National Iranian South Oilfields Company (NISOC)
PROJECT:	Binak Oilfield Development – General Facilities
EPD/EPC CONTRACTOR (GC):	Petro Iran Development Company (PEDCO)
EPC CONTRACTOR:	Joint Venture of : Hirgan Energy – Design & Inspection(D&I) Companies
VENDOR:	The firm or person who will fabricate the equipment or material.
EXECUTOR:	Executor is the party which carries out all or part of construction and/or commissioning for the project.
SHALL:	Is used where a provision is mandatory.
SHOULD:	Is used where a provision is advisory only.
WILL:	Is normally used in connection with the action by CLIENT rather than by an EPC/EPD CONTRACTOR, supplier or VENDOR.

 NISOC	<p>نگهداشت و افزایش تولید میدان نفتی بینک</p> <p>سطح الارض و ابنیه تحت الارض</p> <p>عمومی و مشترک</p>							
شماره پیمان:  ۰۵۳ - ۰۷۳ - ۹۱۸۴	CORRECTIVE ACTION PROCEDURE							شماره صفحه : ۵ از ۱۱
	پروژه	بسته کاری	صادرکننده	تسهیلات	رشته	نوع مدرک	سریال	
	BK	GNRAL	PEDCO	000	QC	PR	0043	D00

## 2. SCOPE

This procedure is to establish the requirements for the identification; documentation and reporting the condition adverse to quality in order to assure that such conditions are promptly identified and corrected to preclude recurrence as will This procedure applies to the corrective action for the nonconformities relating to the Quality Management System and materials for Binak oilfield in Bushehr province.

## 3. NORMATIVE REFERENCES

- Contract Documents
- Project Quality Plan
- Codes and Standards

In case of any conflict between the contents of this document or any discrepancy between this document and other project documents or reference standards, this issue must be reported to the CLIENT. The final decision in this situation will be made by CLIENT.





## 4. RESPONSIBILITIES

- 4.1 The Project QA/QC Lead is responsible for assuring that condition adverse to quality or nonconformance is promptly identified and corrected for approving and closing out by Corrective Action Request (CAR).
- 4.2 The QA/QC Engineer is responsible for preparing the Corrective Action Request (CAR) and distributing to responsible organization and evaluating CAR responses, conducting verification of corrective action implementation, and closing or rejecting CAR response.

## 5. PROCEDURE

### 5.1 Identification of Corrective Action Condition.

- 5.1.1 The QA/QC Engineer identifies serious repetitive condition adverse to quality.
- 5.1.2 Source for identification of necessity for corrective action request.

	<p>نگهداشت و افزایش تولید میدان نفتی بینک</p> <p>سطح الارض و ابنیه تحت الارض</p> <p>عمومی و مشترک</p>							  
شماره پیمان:  ۰۵۳ - ۰۷۳ - ۹۱۸۴	CORRECTIVE ACTION PROCEDURE							شماره صفحه ۶: از ۱۱
	پروژه	بسته کاری	صادرکننده	تسهیلات	رشته	نوع مدرک	سریال	
	BK	GNRAL	PEDCO	000	QC	PR	0043	D00

- Non-Conformance Reports.
- Quality observation acts.
- Procurement documents.
- Others, if required.

#### 5.1.3 Determining sufficient cause for CAR.





- Serious deficiencies that are required correction repeatedly.
- Operation is contrary the scope of approved Quality Procedures.
- Trends in Non-Conformance and audit deficiencies for which previous corrective measures have proven ineffective.
- Failure to correct quality documentation controls which have resulted in document nonconformance.
- Repetitive or serious Non-Conformance detected during procurement, receiving and/or construction activities.

## 5.2 CAR Initiation

- 5.2.1 The QA/QC Engineer shall determine the necessity of a CAR after a problem has been identified.
- 5.2.2 If the problem has been determined to be issued CAR, QA/QC Engineer shall prepare the "Corrective Action Request (QP-0002-001)" described with adverse condition to quality, recommended action to eliminate the cause, due date, signature and date, and shall assign the number. Finally original CAR shall be distributed to responsible organization after QA/QC Manager's approval.
- 5.2.3 The alphabet numeral identification shall be consisting of nine (9) characters. Each character shall be assigned following method by QC Engineer.
  - The first three and the fifth characters shall be in all cases being alphabetical, the fourth and sixth are a dash, and the remaining characters shall be numeral.
  - The first three characters shall be always the letters "CAR". The fifth letter is the category designation.

The category (5th character) designation shall be assigned as follows:

<u>Letter</u>	<u>Designation</u>
A	Architecture
C	Civil
E	Electrical
I	Instrument
M	Mechanical
P	Piping
R	Receiving
S	Steel Structure
G	Others

 NISOC	<p>نگهداشت و افزایش تولید میدان نفتی بینک</p> <p>سطح الارض و ابنیه تحت الارض</p> <p>عمومی و مشترک</p>							 شرکت توسعه و پتروشیمی ایران  HIRGAN ENERGY 
شماره پیمان: ۰۵۳ - ۰۷۳ - ۹۱۸۴	CORRECTIVE ACTION PROCEDURE							شماره صفحه: ۷ از ۱۱
	پروژه	بسته کاری	صادرکننده	تسهیلات	رشته	نوع مدرک	سریال	
	BK	GNRAL	PEDCO	000	QC	PR	0043	D00

D) An example of developing a typical ID No. is shown below:

Typical assigned ID NO.: CAR-E-001

CAR: Project designation.

E: Category designation, Electrical system.

001: Designation number in the series of each system and assigned by Quality Control Engineer.

### 5.3 Response to CAR

5.3.1 Responsible organization shall determine the problem cause and implement the required corrective action and provide a prompt response within the CAR reply due date specified.

5.3.2 After completion of "Corrective Action Taken" on the CAR, responsible organization shall sign and date on the CAR and return it to the QA/QC Department

### 5.4 CAR Follow-up

5.4.1 On the receipt of completed CAR, The QA/QC Engineer shall determine whether the proposed or implemented corrective action is adequate and sufficient to preclude recurrence of the problem originally identified.

5.4.2 If the corrective action response is satisfactory, The QA/QC Engineer shall verify the implementation of corrective action.

5.4.3 If the corrective action response is not satisfactory, The QA/QC Engineer shall return the CAR with "CAR Rejection Sheet" to responsible organization. In that case, the reply request date shall be revised and recorded on CAR rejection sheet (if required).

5.4.4 When the extension of response due date is required, responsible organization shall notify the extended response due date to the Project QA/QC Lead by use of formal memorandum justifying the reason(s) why additional time is required.

5.4.5 Corrective Action Request Log shall be utilized to allocate the CAR numbers and track the status of CAR implementation.



### 5.5 Close out of CAR

5.5.1 On the completion of corrective action, the Project QA/QC Lead shall sign and date on CAR and close out the CAR.

5.5.2 CAR should be submitted to Company after close out.

## 6. DOCUMENTATION



CAR shall be filed and maintained as QA Document according to Quality Procedure for Control of QA Record.

 NISOC	<p>نگهداشت و افزایش تولید میدان نفتی بینک سطح الارض و ابنیه تحت الارض</p> <p>عمومی و مشترک</p>								
شماره پیمان:  ۰۵۳ - ۰۷۳ - ۹۱۸۴	CORRECTIVE ACTION PROCEDURE							شماره صفحه : ۸ از ۱۱	
	پروژه	بسته کاری	صادرکننده	تسهیلات	رشته	نوع مدرک	سریال		نسخه
	BK	GNRAL	PEDCO	000	QC	PR	0043	D00	



## 7. ATTACHMENT

- Corrective Action Request: CAR (BK-QC-CA-01)
- Corrective Action Request: Rejection Sheet (BK-QC-CA-02)
- Corrective Action Request Log (BK-QC-CA-03)



 <p>NISOC</p>	<p>نگهداشت و افزایش تولید میدان نفتی بینک سطح الارض و ابنیه تحت الارض</p> <p>عمومی و مشترک</p>																	
<p>شماره پیمان: ۰۵۳ - ۰۷۳ - ۹۱۸۴</p>	<p style="text-align: center;"><b>CORRECTIVE ACTION PROCEDURE</b></p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td>پروژه</td> <td>بسته کاری</td> <td>صادر کننده</td> <td>تسهیلات</td> <td>رشته</td> <td>نوع مدرک</td> <td>سریال</td> <td>نسخه</td> </tr> <tr> <td>BK</td> <td>GNRAL</td> <td>PEDCO</td> <td>000</td> <td>QC</td> <td>PR</td> <td>0043</td> <td>D00</td> </tr> </table>	پروژه	بسته کاری	صادر کننده	تسهیلات	رشته	نوع مدرک	سریال	نسخه	BK	GNRAL	PEDCO	000	QC	PR	0043	D00	<p>شماره صفحه : ۹ از ۱۱</p>
پروژه	بسته کاری	صادر کننده	تسهیلات	رشته	نوع مدرک	سریال	نسخه											
BK	GNRAL	PEDCO	000	QC	PR	0043	D00											

<b>CORRACTIVE ACTION REQUEST</b>		FORM No. BK-QC-CA-01	
1. CAR No.		4. Page	
2. Date of Issue		5. Reply Due Date	
3. Responsible Organisation		8. Ref. Document	
9. Title:			
10. Reference NCR(s):			
11. Condition Description:			
12. Recommended Action:			
11. Initiated by:		12. Approved by:	
13. Action Taken:			
14. Prepared by:		15. Responsible Organization Manager:	
16. Response Review:      Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/>			
17. Result of verification		QA/QC Engineer:	
		QA/QC Lead:	

 <p>NISOC</p>	<p>نگهداشت و افزایش تولید میدان نفتی بینک سطح الارض و ابنيه تحت الارض</p> <p>عمومی و مشترک</p>																	
<p>شماره پیمان: ۰۵۳ - ۰۷۳ - ۹۱۸۴</p>	<p style="text-align: center;"><b>CORRECTIVE ACTION PROCEDURE</b></p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td>پروژه</td> <td>بسته کاری</td> <td>صادر کننده</td> <td>تسهيلات</td> <td>رشته</td> <td>نوع مدرک</td> <td>سريال</td> <td>نسخه</td> </tr> <tr> <td>BK</td> <td>GNRAL</td> <td>PEDCO</td> <td>000</td> <td>QC</td> <td>PR</td> <td>0043</td> <td>D00</td> </tr> </table>	پروژه	بسته کاری	صادر کننده	تسهيلات	رشته	نوع مدرک	سريال	نسخه	BK	GNRAL	PEDCO	000	QC	PR	0043	D00	<p>شماره صفحه : ۱۰ از ۱۱</p>
پروژه	بسته کاری	صادر کننده	تسهيلات	رشته	نوع مدرک	سريال	نسخه											
BK	GNRAL	PEDCO	000	QC	PR	0043	D00											

<b>CORRACTIVE ACTION REQUEST</b>		FORM No. BK-QC-CA-02	
1. CAR No.		3.Responsible Orgonation	
2. Date of Issue		4. Page	
<p>5. Recommended Action:</p>			
6. Initiated by:		7. Approved by:	
<p>8. Action Taken:</p>			
9. Prepared by:		10. Responsible Organization Manager:	
11. Response Review:	QA/QC Engineer:	QA/QC Lead:	

[illegible]