

1.0 Inspection Codes

Code	Requirement
A	No special inspection requirements. Inspection at receipt limited to number check, condition and conformance with COP order for materials. No COP QC receipt inspection required for this material.
B	Inspection by COP QC upon receipt at COP's warehouse. Inspection activities will be carried out by QC personnel to confirm compliance with order & specification requirements.
C	Inspection at the vendor's / contractor's premises by COP or their appointed agents. The extent of inspection to be specified by UK QA/QC Lead Advisor or Well Ops Lead Quality Rep in consultation with the User Group/Budget Holder (See note 3)
D	Inspection by COP and / or their appointed agents and / or an Independent Competent Body nominated by COP at the vendor's / contractor's premises. This code used for major / critical orders and repair work scopes which may also require a Quality Plan and pre-production meeting to establish detailed inspection testing and certification requirements.

2.0 Certification Types

Code	Requirement	Typical Application
0	No Certification required	Purchase / Rental or repair / service / supply of minor consumables, domestic consumables, stationery, stock inst. fittings, elastomers, non-hazardous electrical fittings, equipment manufacturer's spares, gaskets & O-rings
1	Statement of Conformity (BS EN: 10204 2.1 / 2.2) Declaration of Compliance	Purchase / Rental or repair / service / supply of fire fighting / safety equipment e.g. breathing apparatus equipment, smoke hoods, lifejackets & survival suits. Factory batch calibrated gauges. Note, certain items may require CE mark
2	Material Test Certificate (BS EN: 10204 3.1)	Purchase / Rental or replacement during repair / service / supply of installation topside pipe / spools / pipe fittings, steel plate / Steel fabrications, studbolts & high strength special bolting, RTJ gaskets & welding consumables, i.e. electrodes & wires
3	Material Test Certificate (BS EN: 10204 3.2)	Purchase / Rental or replacement during repair / service / supply of subsea pipeline / riser material, special pipe & pipe fittings, HPHT wellheads, trees and associated valves.
4	Factory / Functional Acceptance Test (FAT) / Pressure Test Report and/or Specific Test Certificate/Report LOLER PUWER	Purchase / Rental or repair / service / supply of relief valves, process valves, hydraulic / pneumatic control systems, lifting equipment, electrical cable, metering equipment, calibrated equipment e.g. critical gauges, measuring instruments, etc., balance / performance / pressure tests e.g. pumps, actuators, pipe spools, etc. wellheads, trees associated valves, fire extinguishers and gases. Shall normally include the requirements of codes 1-3 above as appropriate. Note: Critical instrument/electrical equipment may require UKAS (NAMAS) approved laboratory certificates or PED certification and NOBO involvement. Documentation to be provided for all types of Lifting Equipment Documentation to be supplied for all types of work related equipment
5	Ex-Certification for Electrical Equipment in Hazardous Areas. (ATEX / BASEEFA / SIRA) Electrical Test Certificate	Purchase / Rental or repair / service / supply of electrical / instrumentation / communications equipment for use in hazardous areas e.g. gas monitors, radiation detectors, metering equipment, transmitters, motors, radios & pagers. Shall normally include the requirements of codes 1-4 above as appropriate
6	COP or their appointed agents and/or Independent Competent Body Inspection Release Certificate (CONEM) / COTE C Sheet (COTE) A Quality Plan may be required by COP to indicate involvement.	Purchase / Rental or repair / service / supply of critical equipment e.g. pressure vessels, well control equipment, subsea valves & control equipment, OCTG casing & tubing, conductors, fabrications, "Third Party" Temporary Equipment zoned equipment (e.g. diesel or electrical driven equipment & A60 workshop containers), crane booms & slew rings. Shall normally include the requirements of codes 1-5 above as appropriate and Equipment Data Book content
EL	Export Licence	Applicable only on a case by case basis and as advised by the UK Compliance Advisor. An Export Licence accompanying goods and materials ensures full compliance with all export control laws and regulations, including applicable U.S. and Non-U.S. export control and US economic sanction laws and regulations, which govern the export and re-export of ConocoPhillips and third-party products, services, technology and software

3.0 Safety Inspection Requirements

Code	Requirement	Typical Application
S0	No special requirement	<u>General services</u> , consumables, materials of an inert nature, etc.
S1	Vendor/Contractor to provide Declaration of Hazard Class / Division for material supply. Specific safety input required for the provision of services.	Dangerous goods e.g. radioactive material, explosives, gases, flammable liquids/solids, oxidising substances, corrosives and miscellaneous Dangerous Goods.
S2	Vendor / contractor to provide chemical/fill data sheets	Oils, greases, lubricants, chemicals, paints & industrial adhesives.
S3	Vendor / contractor to contact COP to confirm colour code and tag number as applicable.	All lifting equipment being purchased or repaired. (LOLER SI 1998 No: 2307)

4.0 Item Category

Material/Equipment/Services for Purchase / Rental / Repair / Recertification	2.0 Insp. Code	3.0 Cert. Code	4.0 Safety Code	Ind. Competent Body
Purchase / Rental of consumables, e.g. lube oil/air filters, domestic items, stationery, and routine service /repair of non-critical equipment, hire of personnel / services, etc.	A	0	S0	N/A
Purchase / Rental or service / repair of spares from the manufacturer for valves, pumps, compressors etc.	A	0	S0	N/A
Purchase / Rental of electric/instrument cable & electrical equipment & measuring devices for non-hazardous areas e.g. standard factory calibrated gauges.	A	0	S0	N/A
Purchase / Rental of non-pressure retaining items e.g. bolts, nuts, gaskets, seal kits & elastomers.	A	0	S0	N/A
Purchase / Rental of oils, greases, lubricants, chemicals, paints & industrial adhesives.	B	0	S2	N/A
Purchase / Rental or service / repair of fire fighting & safety/survival equipment e.g. breathing apparatus equipment, smoke hoods, lifejackets & survival suits.	B	1	S0	N/A
Purchase / Rental of stock pipe/pipe fittings e.g. grades A106/A105, A333/A350, F51, X52 & X60 and instrument equipment, fittings & instrument valves.	B	2	S0	N/A
Purchase / Rental of pressure retaining or high strength special bolting e.g. studbolts c/w nuts, metallic seal rings and RTJ gaskets.	B	2	S0	N/A
Purchase / Rental of standard steel plate/section e.g. grades S275J2 / S355G2+N / S355G7+N.	B	2	S0	N/A
Purchase / Rental or repair / recertification of lifting equipment e.g. slings, nylon strops, shackles, ropes, tirsors, beam clamps and trolleys.	B	4	S3	N/A
Purchase / Rental or service / repair of instrumentation and safety equipment - test gauges, flow metering equipment, hydraulic / pneumatic control systems, pressure hoses, life rafts, breathing apparatus (BA) cylinders, gases & fire extinguishers.	B	4	S0/S1	N/A
Purchase / Rental or service / repair of electrical and safety equipment. e.g. Fittings, motors, junction boxes, glands, gas detectors, communications equipment, inspection & test equipment for use in hazardous areas (ATEX, BASEEFA or SIRA certification).	B	5	S0	N/A
Well Operations - Non-Safety / Environmental Critical Temporary Equipment – Loose Lifting Equipment, Mud Motors, Drill Pipe/Drill Collars, ROV Equipment, Mud Motors, Fishing Tools, Cement Heads, Logging Tools etc.	B/C	1 to 6	S0	Refer QA/QC Lead Advisor / Well Ops Lead Quality Rep
Temporary Equipment (TE) brought onto an installation with exception of hand tools such as air/elec Drills, Grinders, Hand Lamps etc.	C	6	S0	Refer QA/QC Lead Advisor / Well Ops Lead Quality Rep
Well Operations - Safety / Environmental Critical Temporary Equipment – Diesel / Electric / Air Driven - Zone 2 classification & above ie. Wireline BOP's, Air Compressors, Generators, Workshop Containers, Well Test Packages, Surface Trees, Flushing Rigs, Riser Pulling Equipment, Wellhead Valves & Coiled Tubing Spreads	C/D	6	S0	Refer QA/QC Lead Advisor / Well Ops Lead Quality Rep
Purchase / Rental or service / repair of all valves e.g. PSV, Ball, Gate, Globe, Butterfly, Check, Control & DBB Valves.	B/C	4/6	S0	Refer QA/QC Lead Advisor / Well Ops Lead Quality Rep
All Actuated Valves – Mechanical, Hydraulic, Pneumatic, Electric & also Control Panels	C	6	S0	Refer QA/QC Lead Advisor / Well Ops Lead Quality Rep
Safety critical structural steel plate / section e.g. grade S460G1+Q / S460G2+Q.	C	6	S0	Refer QA/QC Lead Advisor / Well Ops Lead Quality Rep
Subsea & riser line pipe, flexible pipe, pipe fittings & special grades.	C/D	6	S0	Refer QA/QC Lead Advisor / Well Ops Lead Quality Rep
Purchase or service / repair of safety critical process. e.g. Emergency Shutdown Valves (ESDV).	C/D	6	S0	Refer QA/QC Lead Advisor / Well Ops Lead Quality Rep
Purchase / Rental or service / repair of fabrications e.g. piping, structural steelwork & pressure vessels.	C/D	6	S0	Refer QA/QC Lead Advisor / Well Ops Lead Quality Rep
Purchase / Rental or service / repair of major equipment packages e.g. pumps, motors, turbines, cartridges & skid assemblies.	C/D	6	S0	Refer QA/QC Lead Advisor / Well Ops Lead Quality Rep
Purchase / Rental or service / repair / recertification of major items of Lifting Equipment. e.g. A60 rated containers, man riding winches, lifting frames/baskets/containers, major crane items e.g. slew-rings/booms/hooks & wire ropes. (Design & Manufacture: DNV 2.7-1 & BS EN 12079)	C/D	6	S3	Refer QA/QC Lead Advisor / Well Ops Lead Quality Rep
OCTG and tubular equipment - casing, tubing & conductors.	C	6	S0	Refer QA/QC Lead Advisor / Well Ops Lead Quality Rep
Purchase / Rental or service / repair of downhole, wireline & well control equipment e.g. Xmas Trees, wellheads, BOP's, valves, work over equipment, gauges & Down Hole Safety Valves	C/D	6	S0	Refer QA/QC Lead Advisor / Well Ops Lead Quality Rep

Notes:

1. Minimum inspection levels are displayed above for guidance. Requisitioners/Purchasers may require and specify higher levels.
2. Purchase, rental, repair and recalibration of instrumentation shall be against measurement standards, traceable to international or national measurement standards.
3. COP Users should contact, as appropriate, the UK QA/QC Lead Advisor or the Well Ops Lead Quality Representative for any assistance/clarification with the selection of inspection requirements (Well Operations Non-Safety Critical TE is subject to sample inspection only).
4. For an explanation of Inspection Codes, Certification Types or Safety Inspection Requirements see above.
5. It is the responsibility of the Vendor to ensure compliance with all inspection and certification requirements contained within Purchase Order and/or Contractual documents.

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