**Appendix 9A Submission #1 – 50% Complete**

*Submit the PLC and HMI code at least 10 business days before the FAT for review by the Gatekeeper.*

**General Information**

|  |  |
| --- | --- |
| PLC Name |  |
| Plant |  |
| Review Date |  |
| Checked by |  |

**PLC Checklist**

| Check | Pass/Fail |
| --- | --- |
| Confirm IP Address |  |
| Review all non-template programming |  |
| Verify that all tags are named correctly (i.e. no BXX tags remaining) |  |
| Verify Tag Descriptions for all Top Level Tags |  |
| Verify Tag Descriptions for Tags Used in Program |  |
| Verify Program Descriptions |  |
| Verify Messaging |  |
| Verify Duty Code |  |
| Check Latest AOIs are in use and have not been modified |  |
| Check Latest UDDTs are in use and have not been modified |  |
| Confirm there are no errors in the program |  |
| Verify that the Historian Task is fully defined if all Compliance Critical Tags have been identified |  |
| Verify that all the DI\_Eval are complete |  |
| Verify that all the AI\_Map are complete |  |
| Verify that AOI should exist for every input in the DI\_Eval routine with a reasonable attempt made to set configuration parameters correctly. |  |
| Verify that a subroutine exists for every device based on the current design. Each subroutine should have the correct AOI (or AOIS) present with the correct tags mapped. There should be a reasonable attempt made to set configuration parameters in rung logic (e.g. Alarm masking for flow meters) |  |
| Verify that the system security routine is 100% programmed, if applicable |  |
| Verify that the AO and DO routines should be 100% complete |  |
| Verify that the dialer routine is 100% complete. |  |
|  |  |

*This is a sample list of screens. It is the consultant’s responsibility to make sure that the list is accurate for their project. The screens only need to have the graphics completed at this stage. Tags and scripting do not need to be completed until submission #2.*

*The Consultant is to submit a list of all new trend configuration buttons for InTouch Trending and ActiveFactory Trending listing what tags are to be displayed.*

**Screen Verification**

| Check | Pass/Fail |
| --- | --- |
| Plant Overview |  |
| Process and Town Overview |  |
| Report Screens |  |
| Chemical Screens |  |
| Security |  |
| Setpoint Screens |  |
| Duty Rotation Screens |  |
| Dialler Screens |  |
| Communications Map |  |
| PLC Status Screen |  |
| Alarm/History Menu |  |
| Server and Workstation Screen |  |
| Work Alone System |  |
| All Screens Visually Inspected |  |
| InTouch Trending Button Configurations |  |
| ActiveFactory Trending Button Configurations |  |

**Deficiencies**

*Insert Appendix 9k – Standard Deficiency Sheet here.*

Hand written notes are not to be replaced with typed notes later nor are these sheets to be removed or replaced in the binder at any time.