










# O&M MANUALS / COMMISSIONING PLAN

## INFORMATION REQUIRED





### QUOTATION

-  Specification / equipment schedules
-  Tender / Construction Drawings
-  Format: PDF, Hard Copy, Combined



### DRAFT ISSUE

-  Equipment tech data (make / model)
-  Builder company name
-  Month of Practical Completion
-  Deadline date




### FINAL ISSUE

-  Draft Review Comments
-  Commissioning Results
-  COC / other Certificates
-  As Installed Drawings

### AS INSTALLED DRAWINGS

-  Drawing Mark Ups (PDF or photo)
-  Current Revision CAD drawings

### PRINTING / COMBINED

-  Final review completed
-  Complete set of manual inserts
-  Delivery contact and address

### NUCLEUS: WORKFLOW

#### QUOTE STAGE

**SUBMITTED**

Request a quote by providing drawings, specifications, and equipment schedules.

**QUOTED**

**ACCEPTED**

Review and accept your quote, and upload additional files needed for production.

#### PROJECT STAGE

**WAITING**

D&A review documents and advise any additional information needed

**DRAFT DUE**

Our in-house Technical Writers prepare the documentation

**DRAFT ISSUED**

DRAFT documentation issued. View supporting file received and required, request updates

### NEED CLARIFICATION?



Your dedicated point of contact, **Client Coordinator**, is here, ready to support and guide you on documents or details required, every step of the way.