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Appendix 1 to
Annex A to
DSTL/A/GR/01243/01
Dated 16 Sep 21

Mandatory Shutdown List

The following is a checklist of tasks required during a mandatory shutdown.

Mandatory Shutdown Work		Works to be carried out during Quarterly shutdown		Date of shutdown
		Permits may be required during a shutdown to include;		WE:
		Hot Works	yes/no	Carry out these tasks as per colour code
		Confined Space Work	yes/no	Carry out this task, priority High
		Some works will be carried out by Incinerator staff before handover to FM provider All works are to be supervised by the Incinerator Maintenance Manager	Date	Carry out this task, Priority Low Task not Required
Index	Area	Task	Completed	Comments, Observations
1	Afterburner	Open up and de-ash (CS works)		
1a	Afterburner	Remove Burner		
1b	Afterburner	Remove Firefly flame detectors, clean optical lens before replacing		

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1c	Afterburner	Remove O2 probe and thermocouples (for internal de ash, SHL work) (CS works)		
2	Afterburner	Clear/unblock elbow chute (from access door) if required		No Entry
3	Afterburner	Clean out water capture tank (Lute tank)		
4	Back Yard	Condense Waste		
5	Baghouse	Open rear door, inspect and clean		
6	Baghouse	Clean valve plate guides on heating valves		
6	Baghouse	Visually inspect gortex bags, from access door		No Entry
7	Baghouse	Check thermocouple		
8	Baghouse	Rotary valve, check drive chain		leave switched on
9	Bin wash	Drain and clean		
10	Bin wash	Drain & Clean out filters, then refill ready for use		
11	Bin Wash	Check gearbox oil level. Top up as necessary		
12	Bin Wash	Check internal carriage drive chain for wear.		
	Bin wash	Clean acco type drains		
13	Bin Wash	Check all moving parts for wear		
14	Conveyor	Replace gearbox oil (check with N Bessant or S McKechnie)		
15	Conveyor	Check belt for damage and alignment		
16	Conveyor	Grease nipples on roller bearings (top & bottom) lubricate others		
17	Conveyor	Grease all points		
17	Conveyor	Change gearbox oil (12 months)		
18	Conveyor	Clean area around floor below and around conveyer		
19	De-ash Hoist	Visually check lifting points, lifting cable and cable drum		

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20	De-ash Skip	Check skip for damage and correct working		
21	Ducting	Clean out ducting from Quench to Baghouse		
19	Ducting	Clean ducting (after ERV cleaning)		
22	Ducting	Remove, check and clean thermocouples (before ERV cleaning)		
23	Effluent system	Clean pump pre filter and russell filter		
24	Effluent system	Clean interceptor and drain sump at corner of building		
25	Effluent system	Clean acco type drains		
24	Effluent system	Clean and inspect site bund (ACCO) drain system		
26	ERV	Check for cracks, check seal and lubricate moving parts		
27	Fuel Farm	Clean out fuel delivery filter basket		
28	Fuel Farm	Clean out pre pump filter baskets		
29	Fuel Farm	Clean fuel transfer Russell Finex filter		
30	Fuel farm	Clean pump bund with (Jizer) detergent, clean and pump dry		
30	Fuel Farm	Clean bunds (with jizer) wash out, pump out to IBC		
31	Fuel Farm	Clean out FAG fuel filter baskets (feeds to Kiln and Hoval)		
32	Hoval	Clean out chamber, Inspect refractory and baffle plate		
33	Hoval Duct	Remove access panel on front of duct above Hoval loading door and clean out		
34	Hoval Duct	Remove access panel on top of duct near isolation valve and clean out		
35	Hoval Duct	Inspect isolation valve and check for correct working		
36	Hoval	Replace disposable RFO filters x 2		
37	I.D Fan	Check bellows seals, grease nipples		
38	Kiln	Replace disposable RFO filters x 2		

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39	Kiln	Replace gearbox oil		
39	Kiln Seals	Inspect for damage		
40	Kiln Drive	Inspect, clean and lubricate drive chains (change oil on drive motor, 6 monthly)		
41	Kiln	De-ash, (remove door, carry out visual inspection of insides)		No Entry
42	Kiln	Clean out Kiln Front and rear ash catchers		
43	Kiln	Check and clean duct thermocouples. Replace as necessary		
44	Kiln Ash Pit	Clean out Kiln pit (CS works)		
45	Kiln Bin Loader	Inspect and lubricate drive chains		
45	Kiln Duct	Inspect isolation valve and check for correct working		
46	Kiln Loading Ram	Clean and lubricate, all moving parts including fire door		
47	Main Barn	Clean out ACCO type drainage ducts		
47	Kiln Bin Loader	Clean and lubricate chains, check, clean and lubricate drive mechanism		
48	Quench	Clean out Quench ring (CS works)		
49	Quench	Remove Quench ring drain hoses and clean pipes. Clean out Lute tank		
50	Quench	Clean, inspect Top Hat, lubricate moving parts (after removal of Thermocouples)		
51	Quench Lances	Remove all for inspection, strip, check, clean and reassemble and test		
52	Quench Pumps	Replace oil in pumps A or/and B,		
53	Scrubber PH probe	Isolate using the two ball valves either side of pH probe and leave probe in place		
54	Scrubber	Drain and clean		

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54	Scrubber	Clean inside of vessel (carry out visual inspection of insides)		No Entry
55	Scrubber	Clean de-mister filters		
56	Scrubber	Clean out visual level gauge		
56	Scrubber	Clean Elbow (CS works)		
57	Scrubber	Check drive tyres on recycle pumps		