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ESKOM

KOEBERG NUCLEAR POWER STATION

DESIGN ENGINEERING

Specification Title

Quality requirements for the procurement of assets,
products and services

PREPARED BY:



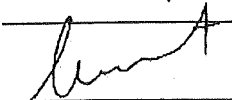
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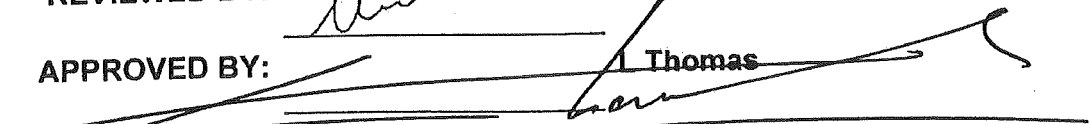
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2020-05-28

KOEBERG NUCLEAR POWER STATION

NUCLEAR ENGINEERING

RECORD OF REVISIONS

Rev	Date	Description of Revision	Prep.	Rev.	Appr.
0	09/06/06	Update specification to reflect ISO 9001	JD JM	AL GH	JTA
1	31/03/15	Update specification in response to CA 32163	PSX	LJ HZ	NR
1a	05/06/19	Update to remove the Eskom specifications 32-631 and 32-632, which do not address nuclear requirements	LS	PX MBF	SE
2	27/05/20	Full Review	SB	PX MBF	LT

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1.0 SCOPE

1.1 Purpose

This specification states the minimum quality requirements for all existing and potential Eskom suppliers, and to define the quality criteria for their evaluation, selection and monitoring. In addition, this specification specifies the requirements by which suppliers shall:

- establish
- implement
- maintain and
- continually improve

a quality management system with the intention that suppliers continuously adhere to Eskom requirements that are stated on Eskom contracts or purchase orders for the procurement of assets, products and services.

1.2 Scope of supply

This specification identifies Eskom's requirements for the implementation of a Quality Management System on Eskom contracts or purchase orders for the procurement of assets, products and services.

2.0 REFERENCES

Suppliers using this specification shall apply the most recent edition of the documents listed in paragraphs 2.1 and 2.2 below:

2.1 Normative (Appendix A refers)

- ISO 9001: Quality Management Systems – Requirements
- ASME NQA-1: Quality Assurance Requirements for Nuclear Facility Applications
- IAEA-GSR-PART 2: Leadership and Management for Safety

2.2 Informative

- Occupational Health and Safety Act and the associated Regulations
- ISO 9004: Quality Management Systems – Guidelines for performance improvements
- ISO 10005: Quality Management Systems – Guidelines for Quality Plans
- ISO 10006: Quality Management System – Guidelines for Quality Management in Projects

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2.3 Definitions

2.3.1 **Concession:** Permission to use or release a product that does not conform to specified requirements. A concession is generally limited to the delivery of a product that has nonconforming characteristics within specified limits for an agreed time or quantity of that product.

2.3.2 **Contract Quality Management Plan (CQMP):** A supplier document specifying which processes, procedures and associated resources of their Quality Management System will be applied by whom and when to meet the requirements of a specific order, project, product or process to ensure compliance with these, and their own internal requirements. If more than one activity is involved in the project, then an integrated CQMP for the entire project is compiled. This document relates to the management system and controls for the project or contract.

2.3.3 **Certificate of Conformance/Conformity (COC):** a document signed or otherwise authenticated by an authorized individual certifying the degree to which products or services meet specified requirements.

2.3.4 **Certificate of Interchangeability (COI):** is a certificate that is supplied when an alternate and/or equivalent product is offered or proposed as a replacement to the requested or original item. A COI details that the two products are interchangeable in terms of design, function and qualification. In addition, the COI must reference the analysis document or qualification file where the conclusion has been derived to indicate that the alternate or equivalent product is interchangeable with the original product.

2.3.5 **Deviation permit:** Permission to depart from the originally specified requirement(s) of a product prior to realisation. A deviation permit is generally given for a limited quantity of product or period, and for a specific use.

2.3.6 **Document:** Information and its supporting medium on which it is contained e.g. record, specification, procedure, document, drawing, report or standard. The medium can be paper, magnetic, electronic or optical computer disc, photograph or master sample, or a combination thereof.

2.3.7 **Hold point:** A predetermined stage beyond which work shall not proceed without the attendance of and written authorisation of an Eskom representative or Eskom inspection authority or agency, whichever is applicable.

2.3.8 **Inspection agency:** An organisation or person appointed by Eskom for purposes of performing quality assurance/quality control, monitoring or inspection services.

2.3.9 **Product:** Includes commodities, products of plant, equipment, material, services etc. In addition, it includes structure, System and Components (SSC), material and services associated with SSCs. A product is the result of a material or non-material process including services.

2.3.10 **Quality Assurance Data Package (QADP):** An indexed file containing all applicable records, documentation, certificates, and other data applicable to the works, products and services.

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2.3.11 **Quality Control Plan (QCP):** A supplier document specifying the work or production activities to be inspected throughout the execution of the project inclusive of test methods, procedures and acceptance criteria. Eskom will indicate on the QCP their quality inspection Hold and Witness Points. In turn, the QCP will be submitted to the NNR (as applicable) for their review and acceptance and identification of their Hold and Witness Points.

NOTE: The QCP is sometimes referred to as the Quality Inspection Plan (QIP) or Inspection and Test Plan (ITP).

2.3.12 **Quality Program:** A documented, approved and authorised set of activities, resources and events serving to implement the quality system of an organisation.

2.3.13 **Quality System:** A system to direct and control an organisation with regard to quality

2.3.14 **Repair:** The process of restoring a nonconforming characteristic to a condition so that the capability of a product to function reliably and safely is unimpaired, even though that item still does not conform to the original requirement. Repair dispositions require the Eskom acceptance under concession.

2.3.15 **Rework:** The process by which a product is made to conform to original requirements by completion or correction.

2.3.16 **Service:** The output of an organization with at least one activity necessarily performed between the organization and the customer, often involves activities at the interface with the customer.

2.3.17 **Special Process:** A process, the results of which are highly dependent on the control of the process or the skills of the operators, or both, and in which the specified quality cannot be readily determined by inspection or test of the product.

2.3.18 **Use-As-Is:** A disposition permitted for a non-conforming output when it can be established that the output is satisfactory for its intended use. Use-As-Is dispositions require Eskom's acceptance under concession.

2.3.19 **Witness point:** A predetermined stage in the quality product or process plan beyond which work may proceed provided Eskom or their authority or agency has been notified according to the requirements of the contract or purchase order.

2.4 Abbreviations

2.4.1 ASME: American Society of Mechanical Engineers.

2.4.2 COC: Certificate of Conformance/Conformity

2.4.3 COI: Certificate of Interchangeability

2.4.4 CQMP: Contract Quality Management Plan

2.4.4 IAEA: International Atomic Energy Agency

2.4.5 ISO: International Organisation for Standardisation

2.4.6 QA: Quality Assurance

2.4.7 QADP: Quality Assurance Data Package

2.4.7 QC: Quality Control

2.4.8 QMS: Quality Management System

2.4.9 SSC: Structure, System and Components

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3.0 DESIGN REQUIREMENTS

Not applicable.

4.0 MANUFACTURING REQUIREMENTS METHODS

Not applicable.

5.0 ENGINEERING QUALITY REQUIREMENTS

The engineering quality requirements and selected codes and standards related to the required products and services are specified in the applicable Technical Requirements Specification.

5.1 QUALITY MANAGEMENT REQUIREMENTS

5.1.1 The supplier shall have a documented, authorized and implemented quality management system that, as a minimum, meets the requirements as identified in Appendix A of this specification.

5.1.2 If the supplier intends to introduce or accept different management standards to those specified in this specification, a clear structure or framework shall be provided in the Quality Management Manual to indicate the intended use of standards as well as their compliance with the requirements of this specification. In such a case, the Quality Management Manual shall be submitted to Eskom for review and acceptance prior to implementation.

5.1.3 The supplier shall be responsible for ensuring that all sub-suppliers' quality management system conform to the requirements of the Eskom contract or purchase order and shall define the specific quality system elements applicable to the sub-supplier's scope of work or supply.

5.1.4 The supplier shall ensure that appropriate quality management system requirements (as in the Eskom contract or purchase order) are included in the subcontracts placed on their suppliers to ensure compliance with this specification. The supplier and /or sub-contractor must plan and provide a description of the processes and supporting information that reflects how work is prepared, reviewed, carried out, recorded, assessed and improved.

5.1.5 The supplier shall inform Eskom of any changes to their quality management system or personnel that will affect or impact the quality system and the implementation thereof in the Eskom contract or purchase order and obtain Eskom's approval prior to implementation of these changes.

5.1.6 Full details of all deviations from these requirements must be submitted to Eskom in writing for clearance as exceptions during the supplier's tender /offer/quote stage.

5.1.7 In case the supplier identifies improvements or changes that will seek deviation from the requirements of this specification, purchase order or contract, the supplier shall describe such conditions as a deviation and apply for a deviation request for Eskom acceptance. If granted, a deviation permit shall be issued and will apply to the applicable area as identified in the deviation request.

5.1.8 Material deviations due to non-availability, mechanical properties, chemical composition or similar problems, shall be the subject of a deviation permit before production commences.

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5.2 QUALITY MANAGEMENT PLANS

5.2.1 The supplier shall ensure that procurement documents clearly and unambiguously require sub-supplier submission of a CQMP for Supplier and Eskom review.

5.2.2 The supplier and sub-supplier shall prepare a CQMP in accordance with ISO 10005 (Quality Management System Guidelines for Quality Plans) within 30 days of contract placement. In addition to the elements specified in ISO 10005, the supplier and or sub-supplier's CQMP shall include, as appropriate to the scope of work, the following:

- The contract title, supplier name, Eskom contract number, the contract commencement and completion dates, the names, signatures, designations of the persons responsible for approving the plan, and provision for Eskom acceptance with a date (all on the front page),
- An index,
- A description of the works,
- A list of applicable procedures from the management system used to implement the CQMP
- A list indicating retention periods
- The various production processes and/or services involved / to be undertaken, and their relationship to one another, e.g. by way of process flow charts,
- Different physical locations where the supplier's work will be performed, the nature and extent thereof, including work to be performed by sub-suppliers,
- Communication channels between supplier and Eskom in respect of nuclear safety or quality, clarifying requirements and resolving problems that may arise at various interface points.
- The supplier's QMS management representative who reports to senior management with respect to the performance of the CQMP,
- Where there is collaboration between the different organizations involved in the performance of design, procurement, manufacture and/or installation activities, responsibilities and tasks shall be defined and documented. The supplier shall ensure that interfaces between these organizations are clearly specified and described.
- Personnel who have responsibility for performing Quality Control (QC), inspection and testing activities, and their relationship within the management structure,
- Personnel responsible for the initiation and approval of corrective and preventive actions, in the event of non-conforming product,
- The person specifically responsible for handling customer complaints, field failures, warranty returns or non-conformance reports relating to products already delivered, etc.

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5.2.3 The supplier shall prepare quality control plans identifying sequential operations and indicating inspection and test points and areas where reports and records are required (Appendix A refers).

5.2.4 Quality control plans shall be prepared for each uniquely identified item and shall be traceable to the work performed (Appendix A refers).

5.2.5 Quality control plans shall be reviewed and approved by Eskom or its inspection authority or agency and they shall allow for the insertion of Eskom specific requirements, including hold and witness points prior to the commencement of work (Appendix A refers).

5.2.6 Subsequent changes to the Eskom approved quality plans shall require Eskom's or its inspection authority or agency's agreement prior to the commencement of work involving an activity affected by such changes.

5.2.7 The supplier shall notify Eskom timeously, through Eskom accepted specified processes, on dates and logistic arrangements for inspections and other quality assurance activities.

5.2.8 For hold and witness points, the notification shall include:

- Purchase Order or contract number;
- Items involved;
- QCP operation number;
- Location of operation;
- Time and date of operation;
- Contact person's name and telephone number.

5.2.9 The supplier shall provide the advanced notification as follows:

- Overseas inspections require a minimum of 15 working days notification. Where feasible, the Supplier shall provide a monthly inspection schedule. The Supplier shall confirm the inspection date at least 1 calendar week prior to inspections and testing, when such inspection and test points have been designated as Eskom witness and/or hold points.
- Off-site local inspections (in South Africa where no travel arrangements are required) require a minimum of 72 hours notification;
- Off-site local inspections (in South Africa where travel arrangements are required) require a minimum of 10 days notification);
- On-site inspection notifications shall be coordinated with the on-site Responsible Department.

NOTE: *The above requirements 5.2.7 to 5.2.9 will also depend on the conditions of contract, where such conditions may supersede these requirements.*

5.3 ACCESS TO SUPPLIERS FACILITIES

Eskom or its inspection authority or agency, where appropriate, shall be afforded access to supplier and sub-supplier's premises and facilities at reasonable times to conduct quality audits, surveillance or inspections to verify compliance with the contract or purchase order. The level of monitoring may vary during the contract or purchase order execution depending on the demonstrated performance and Eskom's degree of confidence.

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5.4 APPLICATION FOR CONCESSION

5.4.1 Non-conforming outputs, materials, parts, workmanship or documentation shall be rejected by the supplier or Eskom, or Eskom's inspection authority or agency. In exceptional cases, if considered suitable for repair, or if it may be used "as is", non-conforming outputs, materials, parts or workmanship, shall be the subject of a concession application. Such application shall be submitted directly to Eskom, or Eskom's inspection authority or agency for acceptance.

5.4.2 If granted, the accepted concession shall apply to the applicable area as identified in the application for concession.

5.4.3 Where an Eskom appointed inspection authority or agency is involved, reporting shall be from the supplier through the inspection authority or agency to Eskom.

5.4.4 If the process of REWORK or REPAIR involves new special processes (i.e. welding, heat treatment, non-destructive examination procedures that have not yet been approved or accepted by Eskom or Eskom's inspection authority or agency) or will have an effect on form, fit or function of other acceptable products, materials, components, equipment, structures or systems, then such non-conformances shall be reported to Eskom or Eskom's appointed inspection authority or agency.

5.4.5 A reportable non-conformance that cannot be REWORKED, that the supplier believes could be acceptable "as is", shall be the subject of a concession application.

5.4.6 A reportable non-conformance that can only be REPAIRED shall be the subject of a concession application.

5.4.7 If components or materials, the manufacture of which was monitored or inspected by Eskom or Eskom's appointed inspection authority, are to be replaced by components not previously monitored by Eskom or its appointed inspection authority or agency, such substitution shall be the subject of a concession application.

NOTE: *The Supplier shall not substitute other products for the products requested without specific written approval of Eskom prior to shipment.*

5.5 NON-CONFORMING OUTPUTS, WORKMANSHIP OR DOCUMENTATION

5.5.1 All non-conformances that affect form, fit or function as specified by the contract or purchase order, reference standard, technical specifications, Eskom approved drawings, procedures and quality control plans or which affect interchangeability or maintenance, shall be reported to Eskom.

5.5.2 For defects that require recalls, the supplier shall evaluate deviations, defects and failures associated with substantial safety hazards as soon as practicable and report it to Eskom designated representative within 60 days of discovery.

5.5.3 In case the product or service provision does not conform to the stated requirements of this specification (purchase order or contract), the supplier shall apply for a concession request for Eskom acceptance with a proposal for dispositioning with justification to 'use-as-is' or 'repair'. If granted, permission will be given and will apply to the applicable area as identified in the concession request.

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5.5.4 Concession reports shall be prepared by the supplier in terms of non-conforming materials, parts, workmanship or documentation. These reports shall be submitted to Eskom, or Eskom's inspection authority or agency, for review at the earliest opportunity. These reports shall form part of the quality assurance data package (QADP) that is supplied with products, materials, parts, workmanship or documentation to Eskom.

5.6 STOP WORK ORDER

Eskom is authorised to issue a stop work order at any time for any portion of the work that does not comply with the contract/works or any procedural adherence identified. When such an order is issued, the supplier shall immediately stop the specified work and shall not resume until Eskom has issued a written instruction for work to recommence.

***NOTE:** The instruction to stop work shall not constitute an entitlement to extension of time claim nor a compensation event in terms of the contract.*

5.7 QUALITY RECORDS

5.7.1 Discarding of quality record

No quality records, applicable to Eskom scope of work, shall be destroyed or discarded by the supplier without prior written consent by Eskom.

5.7.2 Supplier's proprietary records

Whenever Eskom and the supplier mutually agree that the supplier retains certain quality records that the supplier considers proprietary information, the supplier shall ensure that:

5.7.2.1 Such records and documentation are kept suitably protected against deterioration and/or damage for an agreed period;

5.7.2.2 Eskom is granted due access to such records and documentation, on request; and

5.7.2.3 Such records and documentation are properly indexed and readily retrievable at all times.

5.8 PRESERVATION OF PRODUCT QUALITY AND DELIVERY

5.8.1 The supplier shall specify at the time of delivery any special requirements for safe handling, storage, protection from environmental degradation, shelf life and utilisation.

5.8.2 Confirmation of delivery of quality related products by Eskom personnel, by signing the delivery note, should not be interpreted as acceptance of the products.

5.8.3 Products shall be accepted or rejected only after receipt inspection that involves inspection of the products and review of the quality assurance data package to verify their conformance to requirements.

5.9 SUPPLIER'S INSPECTION

5.9.1 The supplier shall ensure that all work has been fully inspected, accepted and documented prior to requesting any inspection by Eskom, or Eskom's inspection authority or agency.

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5.9.2 Final dimensional checks and those before machining must be included in the final Quality Assurance Data Package that accompanies the product.

5.9.3 All inspections and tests required by the Technical Specification for this Purchase Order must be documented and included in the final Quality Assurance Data Package that accompanies the product.

5.9.4 The Supplier shall comply with the Pressure Equipment Regulations (PER) under the South African Occupational Health and Safety Act 85, during the design, manufacture, construction, erection, commissioning, maintenance, repair, testing and certification of Pressure Equipment.

5.9.5 The Approved Inspection Authority, the final selection of which is subject to Eskom approval, shall perform these duties when required either in accordance with the provisions of the Occupational Health and Safety Act or the works information. The supplier shall submit any information and documents requested by Eskom or the appointed Approved Inspection Authority.

5.9.6 The supplier shall complete and submit a QADP to Eskom for the Pressure Equipment containing a certificate issued by the equipment manufacturer and containing a verification signature by the Approved Inspection Authority, which certifies that the pressure equipment is designed and manufactured in accordance with the applicable health and safety standard (Appendix A refers).

5.10 PRODUCT QUALITY RELEASE

5.10.1 No product or equipment covered by this specification may be despatched to site, unless it has been released by Eskom or Eskom's agency through an Eskom product quality release unless otherwise agreed by Eskom in writing. The supplier shall ensure that one copy of the product quality release is shipped with the equipment to site.

5.10.2 Release of site work: No product or equipment covered by this specification shall be placed into service unless Eskom has released it.

6.0 TRAINING

Not applicable.

7.0 DOCUMENTATION

7.1 Documentation Submissions to Eskom

7.1.1 Tender /Quote/Offer /Proposal stage

The following documents shall be submitted:

- one example of a typical contract quality management plan (Appendix A refers)
- one example of a typical quality control plan (Appendix A refers); and
- if the supplier has been accredited under a national or international listing scheme, a copy of the certificate of listing shall be sent with the tender.

NOTE: Evaluation of the supplier's quality assurance capabilities will be based on the above submissions as well as their existing record of performance.

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7.1.2 Contract or purchase order award

The supplier shall submit the following management system documents within thirty (30) days after the contract start date, for acceptance by Eskom, prior to the commencement of work (Appendix A refers):

- one copy of the quality manual;
- one copy of each quality control plan and
- one copy of the contract quality management plan.

7.1.3 During the execution of the contract/purchase order

The following documents shall be submitted to Eskom during the execution of the contract or purchase order:

- The supplier shall prepare and submit to Eskom, or Eskom's inspection authority or agency, an index of all quality control, inspection, test records and any statutory documentation, for example for high pressure vessels. The retention period and location shall be indicated against each record type. Eskom, or Eskom's inspection authority or agency, will review the index and may request amendments. Once this index has been accepted, the supplier shall adhere to it.
- Concessions or deviation permits.

7.1.4 On completion of the contract or purchase order

A copy of the approved Quality Assurance Data Package (QADP) shall be included with the shipment of products for delivery to site.

The QADP shall be indexed to show the entire contents and, as a minimum, shall contain:

- a certificate of conformance verifying that technical and purchase order or contract requirements have been satisfactorily completed and all quality control plans have been "signed off";

NOTE: *the Certificate of Conformance must indicate the Eskom Purchase Order Number, Supplier's name and address, identification marks, cast or batch numbers and/or serial numbers, description of material, quantity, specification/drawings, including revision, test report numbers or reference to test report, and signed by authorised individual of management.*

- all certificates of interchangeability where alternate or equivalent product is supplied;
- completed quality control plans for each uniquely identified product;
- all inspection, test reports and certificates identified in the quality control plans;

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- all material certificates;
- all concessions;
- all deviation permits.

8.0 PACKAGING AND SHIPPING

All Packaging, Shipping, Receiving, Storage, and Handling of Items shall be to ASME NQA-1 subpart 2.2. Any deviations are to be accepted with Eskom before dispatching of the products.

9.0 APPENDICES

APPENDIX A: Supplier's Quality Programme Requirements

APPENDIX A

Supplier's Quality Programme Requirements

Enquiry No:

Station/BU:

TITLE:

QUALITY LEVEL:

Tick (✓) as applicable

YES

NO

ISO 9001	Quality Management System - Certified.	<input type="checkbox"/>	<input type="checkbox"/>
ISO 9001	Quality Management System – Compliance.	<input type="checkbox"/>	<input type="checkbox"/>
Quality Assurance Programme	Formal Quality Assurance and inspection Programme accepted by Eskom- such formal control shall consist of the appropriate work procedures (e.g. procurement, receipt inspection, storage, handling processes, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
ASME NQA-1	Quality Assurance Program Requirements for Nuclear Facilities Applications - Compliance	<input type="checkbox"/>	<input type="checkbox"/>
IAEA-GSR-Part 2	The Management System for Facilities and Activities, - Compliance	<input type="checkbox"/>	<input type="checkbox"/>

Documents which shall be prepared on implementing quality programme requirements:

1) Contract Quality Plan (ISO 10005)	<input type="checkbox"/>	<input type="checkbox"/>
2) Quality Control Plans (ISO 10005)	<input type="checkbox"/>	<input type="checkbox"/>
3) Data books for boilers, pressure vessels and alloy and high pressure/temperature pipe work systems	<input type="checkbox"/>	<input type="checkbox"/>

Documents which shall be consulted on implementing quality programme requirements:

1)	<input type="checkbox"/>	<input type="checkbox"/>
2)	<input type="checkbox"/>	<input type="checkbox"/>
3)	<input type="checkbox"/>	<input type="checkbox"/>

Compiled by (Eskom): Date.....

Accepted by (Supplier): Date.....