**EXHIBIT III – APPENDIX 1**

**STRUCTURE OF THE BUYER CODE NUMBER SYSTEM**

**FPSO PETROBRAS XX (P-XX)**

**APPENDIX 1**

**STRUCTURE OF THE BUYER CODE NUMBER SYSTEM**

**DOCUMENT LIST AND ELECTRONIC TRANSMITTAL**

**1. INTRODUCTION:**

1.1 This procedure covers the numbering of all documentation deliverables associated with the Unit Project.

1.2 The document numbering procedure also covers all vendor/supplier produced documentation, and full details of the various sequence codes are given.

1.3 All documentation numbering will be based on the BUYER standard numbering system as laid out in the Contract.

1.4 The project numbering system has been developed in such a way as to aid computerized data management and reporting facilities.

**2. RESPONSIBILITIES:**

2.1 It is the responsibility of SELLER personnel to ensure that all documentation deliverables are numbered in accordance with both this procedure and BUYER standards.

**3. GENERAL:**

**3.1 Symbol Key**

A - Identifies a mandatory Alpha character

N - Identifies a mandatory Numeric character

**3.2 General**

3.2.1 Refer to the notes at the end of each section for project specific variations.

**4. DOCUMENT DELIVERABLE NUMBERING**

**4.1 Design Documentation & Requisitions**

4.1.1 All design drawings, documentation and requisitions will be numbered using the following format:

4.1.2 Sample Number:

A - AA - NNNN.NN - NNNN - NNN - AAA - NNN

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  | Sequential Number |
|  |  |  |  |  |  |  | Originator Code |
|  |  |  |  |  |  |  | Discipline / Class of Service |
|  |  |  |  |  |  |  | System Number / Area of Activity |
|  |  |  |  |  |  |  | Installation Area Code Number |
|  |  |  |  |  |  |  | Document Type |
|  |  |  |  |  |  |  | Idiom Document Version Type |

4.1.3 Document Type - two alpha characters (AA as per Sample Number in the item 4.1.2):

DE - Drawings (P&ID’s, plans, sketches, graphics, curves, tables, diagrams preliminary drawings etc.)

ET - Technical Specifications (technical breakdown, design criteria, engineering specifications, procedures, philosophies etc.)

FD - Data sheets

IS - Isometrics

LD - Document List

LI - Lists (instrumentation, materials, equipment, schedules etc.)

MA - Operating and Maintenance Manual

MC - Calculations Reports and studies

MD - Description memorandum - premises (Naval, Structures, Process)

PT - Technical Analysis

RM - Materials requisitions

RL - Reports

4.1.4 Language Document Version Type - one alpha character (A as per Sample Number in the item 4.1.2)

I - English.

4.1.4.1 For Portuguese language document version there is no alpha character.

4.1.5 Installation Area Code Number (NNNN.NN as per Sample Number in the item 4.1.2)

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4.1.6 System Number/Area of Activity (NNNN as per Sample Number in the item 4.1.2)

4.1.6.1 Four numeric characters as per listed in N-1710 ANNEX C - AREA OF ACTIVITY attached in this Appendix



4.1.7 Discipline/Class of Service

4.1.7.1 Three numeric characters as per listed in N-1710 ANNEX D – SERVICE CATEGORIES attached in this Appendix



4.1.8 Sequential Number - three numeric characters (NNN as per Sample Number in the item 4.1.2)

Sequence number 001, 002, 003...etc.

4.1.9 Originator Code – three alpha characters - (AAA as per Sample Number in the item 4.1.2)

4.1.9.1 – During the engineering Kick of meeting, BUYER will inform this code to SELLER use.

**4.2 Electronic Files**

4.2.1 Technical documents electronic files will be identified using the following format:

4.2.1.1 Sample Number:

A-AA-NNNN.NN-NNNN-NNN-AAA-NNN\_A\_PNNN.EXT

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  | Software Extension |
|  |  |  |  |  |  |  |  |  |  |  | Part Number |
|  |  |  |  |  |  |  |  |  |  |  | Document Revision |
|  |  |  |  |  |  |  |  |  |  |  | Sequential Number (see 4.1) |
|  |  |  |  |  |  |  |  |  |  |  | Originator Code (see 4.1) |
|  |  |  |  |  |  |  |  |  |  |  | Discipline/Class of Service (see 4.1) |
|  |  |  |  |  |  |  |  |  |  |  | System Number/Area of Activity (see 4.1) |
|  |  |  |  |  |  |  |  |  |  |  | Installation Area Code Number (see 4.1) |
|  |  |  |  |  |  |  |  |  |  |  | Document Type (see 4.1) |
|  |  |  |  |  |  |  |  |  |  |  | Idiom Document Version Type |

4.2.2 Document Revision - one alpha character - Note: No numerical character

4.2.2.1 Revision sequence is 0, A, B, C, D...etc.

4.2.3 Part Number - two numeric characters

4.2.3.1 Sequence number to be used when the document has several electronic. See example on next page.

4.2.4 Software Extension

4.2.4.1 Original software identification extension.

Example: Document composed by three files

Document - I-MA-9999.99-6520-940-PPP-001; Rev. B:

Electronic Files - I-MA-9999.99-6520-940-PPP-001\_B\_P001.doc;

I-MA-9999.99-6520-940-PPP-001\_B\_P002.dgn;

I-MA-9999.99-6520-940-PPP-001\_B\_P003.dgn

5. BUYER EDM LOADERS TO BE USED BY SELLER

During the Engineering Kick of Meeting, BUYER will provide to SELLER Loaders files to be used by SELLER to load documentation in the BUYER’s Electronic Document Management (EDM) system.