
Revision Routine

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1 Introduction

This document describes how to revise a copy of the Final Documentation. It is of the utmost importance that a revision delivered by Siemens Industrial Turbomachinery AB (SIT) is revised according to the instructions given in this document.



Warning! Negligence to revise can in worst cases lead to personal danger.

1.1 How to revise

When a revision is delivered from SIT you will have an instruction enclosed, that tells you how to revise the documentation due to the following actions.

Binder

Tab/sub tab

Document name

Document number

Edition

No. of pages

Insert/Replace/Remove

See Example next page.

Finally, always fill in the table Record of revisions overleaf and also save the revisions notice with the list of revised documents under this tab.

2 Example

Revision Notice

Date YYMMDD		
Issued by Name Name	Dept. AQI	Telephone Number
For Project	Number of copies X Customer	

Revision 1 – Project

Please insert, replace and/or remove the following documents:

Binder	Tab/ sub tab	Document name	Document number	Edition	No. of pages	Insert Replace Remove
2A	8	List of documents	1CS25668	1	12	Insert
3B-3		List of contents	GT10B-3BMBK	3	4	Replace

If applicable electronic documentation

CD-rom	Title	Edition	Date
1	Name	1	YYMMDD

For our records, please sign this acknowledgement and return it to:

Siemens Industrial Turbomachinery AB
 Gunilla Strand, Technical Information Dept., AQI
 SE-612 83 FINSPONG
 Sweden
 Fax No: +46-122 84101
 Signed: Date:

3 Record of revisions

Rev	Entered by (Name)	Entered, date
1		
2		
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REVISION

Rev. ind.	Page (P) Chapt. (C)	Description	Date Dept. / Init.
A	-	Adjustment, Revision page added	040102 AQI / LL
B	-	Company name has changed to Siemens Industrial Turbomachinery AB (SIT)	050415 AQI/AR
C	P1	Author; company name/department changed to SIT/GPMT.	051102 GPMT/LFN