INCREASED RELIABILITY AND REDUCTION IN LONG TERM COST OF OWNERSHIP THROUGH PROPER SPARE ROTOR STORAGE, INSPECTION, DOCUMENTATION, AND TRACKING

by
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ABSTRACT
Recently, a major chemical company put together a project to specifically address the repetitive corrosion problem experienced on the long term storage of critical rotors in a Texas facility. However, as the strategy was being developed to address the corrosion problem, the opportunity to address three other deficient areas presented themselves as well. These areas included the lack of a standardized inspection process, inadequate specific rotor history documentation, and the inability to track individual rotors. The solution was to establish a rotor storage facility and the development of the necessary operating discipline to address each issue. The outcome resulted in increasing the equipment reliability and reducing the long term cost of ownership of the equipment.

INTRODUCTION
For years, there has been a problem with corrosion damage on spare rotors stored for long periods, due to the environment inherent to the Gulf Coast Region. The Dow Chemical Company put together a project to specifically address this problem in Texas Operations. Many different storage methods have been tried in the past to eliminate the corrosion problem. However, none of these methods were very successful and/or cost effective. The ongoing corrosion problem has continued to result in significant cost to repair the damage and reduce the availability of the rotors.

In addition to the corrosion problem, there was also a problem with the lack of a standardized inspection process and maintenance of a detailed history of each individual rotor. This was due to the large number of rotors, long intervals between overhauls, and the continuous change of people involved with the rotors. The insufficient information made it very difficult to determine if all the necessary inspection and repairs had been completed on the rotor to ensure that it was in good operating condition. In addition, it resulted in duplication of inspections and associated costs. Also, the inadequate documentation on the repairs and/or modifications sometimes left potential traps for others that were unaware of the changes that may have required the use of special spare parts or different metallurgy.

Furthermore, there was no means to track which equipment the rotors had operated in and for how many hours. This information is very beneficial when calculating fatigue life and identifying problem rotors and equipment.

Once the above problems were identified, a strategy was developed to address each of these issues. The strategy consisted of three integrated components: first, a climate-controlled vertical rotor storage facility to eliminate the corrosion problem; second, the development of an operating discipline to ensure that all the necessary standardized inspections, repairs, and modifications were completed and properly documented before placing the rotor in the storage facility; lastly, an inventory tracking system that tracks where the specific rotor is, at all times, and how long it has been at a particular location.

STORAGE FACILITY

History
The need for a rotor storage facility was originally identified in 1988. This was because the rotors in the division were stored in various warehouses throughout the division, utilizing a number of different storage methods that included rotor cans, dog houses, wooden boxes, pallets, etc. None of these storage methods proved to be very reliable. As a result of these ineffective storage methods, the corrosion problem was still causing significant damage to the rotors, which resulted in unnecessary costs (Figures 1, 2, and 3).

Figure 1. Rotor Stored in a Nitrogen Padded Dog House That Was Supposed to Be in Operating Condition.

Several different storage methods were evaluated to determine if a standard method could be identified that was reliable and cost effective. Part of the analysis included the evaluation of cost factors such as: nitrogen consumption, annual visual inspections,
new rotor cans, refurbishing rotor cans, etc. After reviewing the economic analysis along with past experiences with various storage methods, the decision was made that the most reliable, cost effective solution was to store the rotors in a rotor storage facility. The main advantages of the rotor storage facility identified were that the facility would eliminate the need for the construction and maintenance of expensive rotor cans and dog houses, minimize the rust preventative that had to be applied to the rotor, eliminate annual visual rotor inspections, and allow the rotors to easily be visually inspected anytime.

The next question was then could a local existing rotor storage facility be utilized, or would it be necessary to establish a facility at the site. After talking with the loss prevention group, the decision was made to establish a facility at the site, to minimize risk associated with storing the rotors for long term.

A new building versus an existing building was evaluated to determine the feasibility of which option was the most economical and could still meet the functional requirements of the facility. The economic analysis indicated that it would be very difficult, with the company’s current economic requirements, to justify the construction of a new facility. Thus, the best possible solution to developing a rotor storage facility was to identify and utilize an existing building. The main constraint in identifying a suitable building was that it required a minimum hook height of 25 ft. This constraint drastically reduced the number of viable candidates for the facility. Several less than desirable buildings were identified as possible candidates. However, because of budget constraints, the project was postponed numerous times, until 1995 when an ideal building for the facility became available (Figure 4). The building that became available was originally designed and built for the production of titanium. Consequently, the building was very structurally sound and equipped with an overhead crane. The building was 40 ft wide, 120 ft long, and 65 ft tall.

**Overview**

The mission of the project was to construct a state-of-the-art rotor storage facility that would provide a reliable, cost effective, climate-controlled environment to prevent corrosion damage to the critical rotors requiring long term storage. To accomplish the mission, the facility was evaluated from a safety and loss prevention standpoint, along with the functionality of the facility itself.

Initially, four key criteria of the facility were identified that would need to be addressed to ensure that they were incorporated into the design. The criteria are as follows:

- **Personal safety**—Personnel safety will be the number one priority.
- **Rotor handling**—The process utilized to handle the rotors will, at all times, minimize the potential risk of dropping the rotor.
- **Climate controlled environment**—Provide a reliable, easy to maintain, climatized environment at all times to prevent corrosion of the rotors.
- **Security**—Provide an environment that ensures the rotors are secure at all times.

In an effort to achieve the mission of the project and not reinvent the wheel, several existing rotor storage facilities were visited to identify how they addressed the key criteria that had already been identified. The observations from these facilities, combined with the ideas that had been previously formulated, served as the basis for the design. The design of the facility was divided into five key areas as follows:

- **General layout**
- **Building design**
- **Storage racks**
- **Fixturing**
- **Climatization system**

**General Layout**

The main objective of the layout was to maximize the use of the floor space, minimize the lifting of rotors over other rotors and
equipment, and provide a simple as possible route to and from the storage racks. To achieve the objective, the decision was made to store the rotors vertically. Not only did this arrangement maximize the floor space, but it also minimized the rotor bow that could possibly occur during long term storage, if the rotor were allowed to be stored in a horizontal position. However, this configuration would require a rotor staging area that would serve as an area where the rotors would be rotated from the horizontal to the vertical position.

The floor space requirements were determined based on the inventory of approximately 115 rotors for the division, which included critical information such as weight, length, and largest diameter. With this information, it was determined that about 3,000 square feet of floor space were needed for the vertical storage and another 1,200 square feet for lay down storage to store spare equipment.

To minimize lifting over other equipment and to maximize rotor access and mobility, the decision was made to establish six racks with two rows of rotors on each rack. Between each rack there was sufficient space to allow any rotor to be removed from the rack and moved down the alley between the racks to an alley that runs along the racks, which leads to the rotor staging area (Figure 5).

Building Design

The building was originally built on a two foot thick concrete slab and constructed of a structural steel frame with a sheet-metal cover. The sheet-metal cover brought up a major concern from a loss prevention standpoint. The concern was that with all the rotors centrally located in the rotor storage facility, it could possibly damage many rotors for the entire site. To address this issue, the wind load rating for the building was calculated and found to be 110 mph, which was below the desired level of 150 mph. The design of the building was evaluated to determine if the wind loading of the building could be economically increased. It was determined that increasing the rating was not economically feasible, so the decision was made to design the rotor storage racks to be able to withstand the 150 mph wind load instead.

The facility was already equipped with a 25 ton overhead crane, which was necessary to install/remove the rotor. Several modifications were made to the crane to provide the precision movement that would be required to handle the rotor. The crane was equipped with a soft start, which allowed the trolley to start slowly and then accelerate to full speed. Variable speed drives, capable of operating at six different speeds, were installed for the hoist up-and-down motion and the bridge side-to-side motion. In addition, the inside walls of the building were already covered with two inches of K-13 insulation. This was very beneficial since the plan was to provide an environmentally controlled atmosphere that the insulation would help maintain and, at the same time, reduce energy costs.

Keeping with the criterion of providing a secure environment, the only remaining modifications left to be made to the building were the installation of a card access system for security and a fire alarm system.

The security system restricted the building to card access entry required around the clock. The security system is monitored by the site security and records all personnel entries with master number, date, and time of day. Any unauthorized entry or exit will sound an alarm at site industrial security, who then dispatch an officer to investigate the incident. A fire alarm system was also installed in the building and linked to the site fire station, so that it could be monitored at all times. A policy of no combustibles was adopted to further minimize the potential of any fires.

Standardized Fixturing

With two of the key criteria defined as personnel safety and minimizing potential damage to the rotors, it was determined that the fixturing would play an important role. To address these concerns, the process of handling the rotor was divided into three steps. The first was rotating the rotor from the horizontal to the vertical position, next was moving the rotor from the rotor staging area to the storage rack, and the last was the actual placement of the rotor on the storage rack. These steps were very carefully evaluated to identify potential problems. After the analysis was completed, it was decided that lifting with chokes or slings in any position other than pure vertical was unacceptable, due to the risk of slipping that could possibly result in personnel safety issues and damage of the rotor. Also, a philosophy of “positive attachment” was established as a standard, which required a person to physically remove a mechanical device before any rigging could be disconnected from the rotor.

After the problems had been identified, a plan was developed to address each step. To address the first step, a rolling pivot block system was designed. The system consisted of two stands that supported the rotor when it was in the horizontal position. One of the stands was equipped with a pivot block assembly, which clamped onto the shaft utilizing a pivot stand bushing, and the other stand had an adjustable v-block (Figures 6 and 7).

The pivot stand bushing is a bushing with a fixed outside geometry that fits into the pivot block, and a variable inside
geometry to fit the specific shaft end. This allowed for multiple shaft ends to utilize the same pivot block assembly (Figure 8). The main purpose of the pivot bushing was to support the weight of the rotor and to react the axial load of the rotor against one of the shoulders on the shaft end, as it was lifted in the vertical position. This allowed the crane to be attached to the other end of the rotor and lift it straight up as the stand rolled forward, while the crane continued to lift the rotor. Once the rotor is in the vertical position, the rotor could then be lifted through the pivot block or, if it had an integral flange, the pivot block could be removed (Figures 9 and 10).

To address the second and third step of the process, it was recognized that with the large number of rotors of varying weight and shaft end configurations, that a modular type design would be best suited. This approach would minimize the cost and time required to engineer and acquire the necessary fixturing to hang the rotor in the rotor storage facility. Thus, a standard fixturing package was developed that consisted of a hanger, a hoist ring, and possibly an adapter plate, depending on the shaft end configuration. This fixturing package interfaced with the pivot block system so that the rotor could be moved from the horizontal
to the vertical position and allowed it to be attached to the standard storage rack. The description of each device is described as follows:

- **Adapter plate**—A flat metal plate that is attached to the end of the rotor that allows the hoist ring to be threaded into it. Adapter plates are utilized on tapered shaft ends with coupling nuts, and on shaft ends with integral coupling flanges when it is not feasible to drill and tap the shaft end. The rotor adapter plate must be verified for each rotor to ensure it has sufficient capacity to withstand the applied loads.

- **Hoist ring**—A commercially available device that consists of a ring allowed to swivel 360 degrees and pivot 180 degrees, and is threaded into a drilled and tapped hole in the end of the shaft or adapter plate. A hoist ring is required on all rotors and is purchased directly from the approved manufacturer. One of seven different standard hoist ring sizes must be used in order to connect to the rotor hanger. The hoist ring has to be properly selected to ensure that it has sufficient capacity to withstand the applied loads. Also, the threads in the rotor adapter fixture or the shaft end itself have to be evaluated for the applied load as well.

- **Rotor hanger**—The device that attaches to the hoist ring and hooks over the main support beam in the storage rack. There are two different sizes of rotor hangers available, dependent upon the weight of the rotor. The correct rotor hanger size is determined by the hoist ring selected for the particular rotor. Standard rotor hangers are required on all rotors and can be acquired from the approved manufacturer.

Three basic shaft end configurations were identified. They were the drilled and tapped shaft end, the integral coupling flange shaft end, and the tapered shaft end with the coupling nut (Figures 11 and 12). Standard design procedures with drawing details were developed for each. The preferred arrangement is the drilled and tapped shaft end, which does not utilize any type of adapter fixture and requires the drilled and tapped hole to be placed in the nondrive end of the rotor, if possible.

![Figure 11. Standardized Fixturing Package for a Rotor That Has an Integral Flange (which includes a rotor hanger, hoist ring, and an adapter plate bolted onto the flange on the rotor).](image1)

![Figure 12. Standardized Fixturing Package for a Rotor That Utilizes the Coupling Nut Threads (which includes a rotor hanger, hoist ring, and an adapter plate threaded onto the coupling nut threads).](image2)

Standard design spreadsheets were developed to evaluate the stresses for all three configurations. The design spreadsheet evaluates all the bolted joints utilized, along with the stresses in the rotor due to the lifting arrangement (Figure 13).

![Figure 13. Standard Spreadsheet for Calculating Stresses and Safety Factors Resulting from the Hanging Process.](image3)
Storage Racks

To maximize the rotor storage space, two standard types of storage racks were designed and constructed. The first storage rack design was a two level rack that had an adjustable bottom rack and a fixed top rack. This rack design could support multiple rotor weights up to a maximum total weight of 40,000 lb per I-beam, and lengths up to 13 ft on top and 7 ft on bottom (Figure 14). The other rack design was a single level rack that could support multiple rotor weights up to a maximum total weight of 60,000 lb per I-beam and a length of 21 ft (Figure 15). In addition to being able to support the weight of the rotor, they were also designed to withstand a wind load rating of 150 mph.

Another factor that had to be taken into account when designing the racks was safe access to the rotor for the personnel that were installing and removing the rotors. Safety was a concern because a person has to physically remove or install the shackle that is attached to the top of the hanger. To safely accomplish the task, racks were designed with permanent ladders for easy access, and tie-off lines to allow personnel to tie-off while working in the racks. Also a catwalk was utilized to provide easy access to the top platforms and connect them together (Figure 16).

Figure 14. Two Level Storage Rack.

Figure 15. Single Level Storage Rack.

Figure 16. Catwalk with Safety Lines Providing Access to All Top Levels of Storage Racks.

The rotor storage racks were used to store all rotors except the gas turbines. The decision was made not to hang the gas turbine rotors due to the through bolting in the compressor section. Individual support stands were designed and fabricated on which those rotors would stand (Figure 17).

Figure 17. Gas Turbine on Support Stand.
Climatization System

At the heart of the facility is the climatization system, which maintains the environment inside the building at a relative humidity below 40 percent and at a temperature of 10°F above the outside dewpoint. These parameters eliminate the potential for corrosion and ensure that the equipment does not overheat or cold weather. The conditions inside the facility are maintained by a system that dehumidifies the air to reach the desired humidity level, and then uses steam coils to reheat the air to the desired temperature. The air circulates in a closed system and also serves to provide a positive pressure in the building to minimize infiltration.

The major components of the system consist of a chiller, two air-handlers, storage tank, and two centrifugal pumps. All these components are integrated together and are controlled by a control system. The main brain of the control system is a programmable logic controller that controls all the equipment. The programmable logic controller monitors the conditions in the facility via temperature and humidity sensors mounted at different locations and elevations throughout the storage area. When the conditions in the facility are not being met or there is a failure with one of the main pieces of equipment, a warning or alarm light is indicated, depending on the severity of the problem.

STANDARD INSPECTION AND DOCUMENTATION

History

Historically, there has been a problem with the rotors receiving all the necessary inspections in some cases and inadequate inspections in others. In addition, when some inspections were completed, there was insufficient documentation completed that resulted in incomplete equipment history. Further adding to the problem, when many modifications and repairs were made to the rotors, they were not properly documented and left potential traps for others. The end result was excessive costs, consumption of valuable manpower, and what it was necessary to complete repairs and modifications, and what documentation was needed. A process was developed to address these problems.

Process

One major cause of these problems was the lack of a formal operating discipline that defined which inspections were required, what was necessary to complete repairs and modifications, and what documentation was needed. A process was developed to address these problems.

Inspections

A list of all the inspections, from the time the rotor was removed from a piece of equipment until it was ready to be placed in the storage facility, was developed. For each standard inspection required, a detailed procedure was developed that defined each inspection step and the documentation required. A standard procedure checklist was developed to ensure that all the required inspections were completed (refer to APPENDIX A, Figure A-1, for actual checklist).

Modification

A management of change policy process was developed that specifically addressed repairs and modification to rotating equipment. The process defined which modifications required a management of change and which ones did not. In addition, the process defined what steps needed to be completed and what approvals were required. This process would be utilized to ensure that all modifications were completed and properly documented.

Documentation

To assist in the documentation process, the concept of a standard "critical information drawing" (CID) was developed. The standard CID provides an effective means for documenting and combining the vast amount of information that is critical to the repair and overhaul of the rotor into a standard documentation format (refer to APPENDIX B, Figure B-1).

The design dimensions and tolerances, along with the actual measured dimensions, are contained in the drawing. The majority of the design information is obtained from the manufacturer. When this information is not available, it is acquired by reverse engineering. When new equipment is purchased, the manufacturers are asked to complete a CID as part of the supplier required documentation. This helps reduce the amount of time and cost required to develop the CID, and ensures all the design information is recorded at the time of purchase.

Once the design information is obtained, it is made a permanent part of the drawing, which is then stored electronically. Each equipment type has a standard drawing format that is then adapted to each individual rotor. The actual dimensions for the rotor are recorded on the drawing as part of the inspection process and the operational clearances are recorded when the rotor is installed in the actual piece of equipment. The various information contained in a standard CID is detailed as follows:

- General description—The drawing consists of an outline of the specific rotor with labels identifying all the critical areas. Each of the major components is listed with the required information. Also, there is a section to provide general background information and describe visual observations.

- General information—This section includes several fields that pertain to the general background information of the rotor.

- Component visual observation comments—This section is utilized to document the visual observation (i.e., foreign object damage, corrosion, erosion, excessive wear, rubs, cracks, discoloration, scratches, dents, etc.) for each of the major components listed that makes up the rotor.

- Shaft end detail—This section documents the contact between the coupling and the shaft end, the desired draw, and the cold and installed standoff. In addition, the section also identifies if a ring and plug set is available to check the tapers fit, if it were in need of repair.

- Stacking dimensions—The drawing includes all the necessary dimensions to unstack and stack the rotor if necessary. All the dimensions are referenced to the shoulder of the thrust runner.

- Burnish probe areas—The drawing indicates the location and width of all the radial vibration probe areas. This information is often useful when checking the electrical runout as part of the inspection process.

- Critical diameters—All the critical design diameters, with their associated tolerance, are included to allow the actual diameter to be compared with the design diameter, to determine if the diameter is within tolerance. Special attention is given to the radial bearing journals in that they are checked at three different locations to check for a tapered journal.

- Critical runouts—All critical radial runouts are included and compared with the design tolerance to determine if the runouts are within tolerance. Axial runouts are taken on the critical areas as well (i.e., thrust runner shoulders, seal face shoulders, coupling hub bosses, fits, and turbine buckets), which are all critical to the operation of the rotor. The phase of the maximum runout that is usually referenced to a key way is also recorded. This information can be important when installing the rotor, particularly with steam turbines.

- Interference/clearance fits—Interference/clearance fits for impellers, sleeves, balance pistons, and thrust runners are included to ensure all fits are correct when the rotor is disassembled and reassembled.
Operating clearances—The actual clearances are documented along with the design clearances, so that they can be compared.

Process Integration

To integrate the inspection, modification, and documentation process all together with the storage facility, a checklist was developed to ensure that all these items have been addressed and properly completed. This checklist serves as an admission ticket for placing the rotor into the rotor storage facility (a copy of the checklist has been included in the APPENDIX A, Figure A-2). If this checklist is not completed in its entirety and approved by the facilitator, the rotor is not placed in the facility.

When the checklist is properly completed, it results in an information packet for that specific rotor. Two copies of the information packet are required. One packet is attached to the rotor itself and is not to be removed or opened until the rotor is installed in the field. The other packet is placed in the “Active File” at the facility, indicating that the information contained in the file is the most current information available on the rotor. The information packets are organized in the files by the specific rotor identification numbers stamped on each end of the rotor. Once the rotor is removed from the facility and installed in the machine, the information packet is removed from the “Active File” and placed in the “Inactive File.” Each information packet in the “Inactive File” serves as a record for the specific rotor repair history.

INVENTORY MANAGEMENT/ ROTOR TRACKING SYSTEM

Overview

Another opportunity identified in the development stages of the project was an inventory management/rotor tracking system that had two primary purposes. First, to manage the rotors in the facility and, second, to keep track of the rotor as it moves through the various locations, once it leaves the facility.

Inventory Management

The existing division spare parts inventory system was adapted to assist in the management of the rotor inventory in the storage facility. This provided the advantage of allowing the system to interface with other important computer programs in the division. For the system to function properly and meet the desired requirements, each rotor was actually treated as an individual piece of equipment and assigned a specific rotor identification number. The number was then stamped onto the end of each rotor, which allows the history of each individual rotor to be tracked throughout its life. As the rotors were brought into the facility, the pertinent background information such as manufacturer, model, serial number, weight, length, etc., were entered into the system. A coordinate system was defined within the facility that consisted of a row, level, and position that defines the exact location of the rotor. As the rotors are moved in and out of the facility, the inventory is updated, which is essential, so that the exact location of the rotor can be known at all times.

Rotor Tracking

Again, the existing division inventory system was adapted to assist in tracking the movement of each individual rotor. To accomplish the task, specific location identities were assigned to each location that the rotor could possibly be placed. Thus, equipment with more than one spare, and identical equipment that utilizes a common spare rotor, will each have a different location identity so that the exact path that each rotor passes through can be traced. Also, there are location identities for repair facilities so that the complete history of the rotor can be traced and documented. For rotors that do not operate 100 percent of the time, runtime counters are utilized to account for actual hours of operation.

This historical operating information is very beneficial when calculating fatigue life, identifying problem rotors and equipment, and defining “age to failure” data for use in Weibull probability plots, Duane-AMSAA reliability growth plots, etc.

SUMMARY AND CONCLUSION

The rotor storage facility was completed in 1995, and the majority of the rotors were installed in 1996. Since the rotors were placed in the facility, there have been no corrosion problems whatsoever on any of the rotors. In fact, there have been machined surfaces exposed to the environment inside the facility without any type of rustproof for more than two years and show no sign of corrosion. Thus, preliminary indications are that corrosion is no longer a problem associated with long term storage of rotors as it has been in the past. In addition, no person has been injured nor has a single rotor incurred any type of damage due to being installed in the facility. Thus, the primary objective of the project was successfully completed.

With regard to the secondary objectives, all the necessary operating discipline has been developed to ensure the rotors are properly inspected and modified, and that all the necessary documentation has been completed. This operating discipline was implemented and utilized when the majority of the rotors were placed in the facility. During the inspection process, many rotors perceived to be in good operating condition were found deficient in areas that required additional repairs. Also, several new rotors received from the manufacturers were found with defects that required additional work.

Please see appendices on the following page.
## APPENDIX A

### Scope
This procedure is used to outline the necessary tasks that need to be completed prior to receiving a rotor to be installed into the Critical Rotor Equipment Storage Facility. The purpose of this document is not to describe how each of the tasks is to be completed but to outline the tasks in the Critical Storage Equipment Storage Facility unless all tasks outlined in this procedure have been properly completed.

### Tools and equipment
The tools and equipment listed below are needed to do this job:

<table>
<thead>
<tr>
<th>Balance Machine</th>
<th>NDT</th>
<th>Vibration Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>NDT</td>
<td>Vibration</td>
<td>NDT</td>
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</table>

### Consequences of deviations from this procedure

<table>
<thead>
<tr>
<th>Procedure</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Derivate from this procedure will result in a rotor that is not in the proper operating condition which could result in unnecessary extended plant outages, excessive repair costs, and/or equipment damage if the rotor was actually installed. Also, the rotor will not be accepted in the Critical Rotor Equipment Storage Facility unless all tasks outlined in this procedure have been properly completed.</td>
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### Checklist
These steps will be followed in order unless noted otherwise.

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Insulate the rotor.</td>
</tr>
<tr>
<td>2.</td>
<td>Request NDT to perform a standard Critical Information Data for the particular rotor if it does not already exist.</td>
</tr>
<tr>
<td>3.</td>
<td>Visually inspect the rotor and document all observations (i.e., FDL, corrosion, erosion, excessive wear, mold, cracks, dislocation, etc.) on the Critical Information Drawing General Conventions section.</td>
</tr>
<tr>
<td>4.</td>
<td>NDT the rotor, check shaft hardness, and document (See IEC 980-2-10).</td>
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<tr>
<td>5.</td>
<td>Repair all problems using Mechanical Repair/Modifications Procedure.</td>
</tr>
<tr>
<td>6.</td>
<td>Modify the shaft ends as required to install the necessary bearing shell extensions (See Rotor Handling/Adapter Fixure Procedure for additional details).</td>
</tr>
<tr>
<td>7.</td>
<td>Verify that the rotor has the proper Rotor ID Number installed on each end of the rotor. If the Rotor ID Number is not present, obtain a Rotor ID Number from the factory. Note: The facility will have had to approve the request for the rotor to be stored in the facility and received a completed Rotor Information Form before the Rotor ID Number can actually be installed.</td>
</tr>
<tr>
<td>8.</td>
<td>Complete all sections of the standard Critical Information Data, except the clearance information section. Compare the actual to the design parameters to ensure they are within the design tolerances. If the tolerances are not met, correct the problems or document the problems on the critical information drawing and the facility will approve or disapprove the exception. Note: If all sections are not correct the faciility will not accept it as completed.</td>
</tr>
<tr>
<td>9.</td>
<td>Check and document electrical/mechanical motion in vibration probe areas.</td>
</tr>
<tr>
<td>10.</td>
<td>Permanently install the coupling and thrust bearings on the rotor if it is not necessary that they be removed prior to installation (i.e., steam turbines). Document actual cold stand-off, draw, and insulated stand-off on the Critical Information Drawing.</td>
</tr>
<tr>
<td>11.</td>
<td>Balance the rotor with all mountings in place in a 49PFW environment and document.</td>
</tr>
<tr>
<td>12.</td>
<td>Wrap all vibration probe areas to prevent them from accidental damage and wrap them with the type of tape that has been approved that it is a probe area.</td>
</tr>
<tr>
<td>13.</td>
<td>Prepare rotor for storage by applying a light rust proof compound per the standard procedure (See Standard Rust Proofing Procedure For Storage Equipment in the facility).</td>
</tr>
<tr>
<td>14.</td>
<td>Insulate bearing protectors on radial bearing journals areas to prevent them from accidental damage. Note: Some bearing protectors are located in the cable in the second floor at B-8354.</td>
</tr>
<tr>
<td>15.</td>
<td>Place the rotor in a storage that has sufficient capacity to support the rotor.</td>
</tr>
<tr>
<td>16.</td>
<td>Complete the necessary repair report documenting all observations and recommendations that were made in the rotor assembly. Note: Included in the repair report should be material certifications, heat treatment fatigue charts, stress relief fatigue charts, NDT Reports, hardness reports, end report procedures, or any other types of reports that were generated during the fabrication or repair of any of the components that make up the rotor assembly.</td>
</tr>
<tr>
<td>17.</td>
<td>Review Rotor Documentation Checklist to ensure that all the necessary documentation has been completed.</td>
</tr>
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</table>

### Resources and references
The following background information is available:

### Revisions to history
Below are the last three revisions of this document but excludes all revisions within the last 6 months.

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<th>By</th>
<th>Description</th>
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<td>11/256/95</td>
<td>Rod Mitchell</td>
<td>Document Created</td>
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**Figure A-1. Rotor Preinstallation Requirements.**

**Figure A-2. Rotor Documentation Checklist.**

**Checklist:** These steps will be followed in order unless noted otherwise.

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Repaired Rotor Yes No</td>
</tr>
<tr>
<td>2.</td>
<td>New Rotor Yes No</td>
</tr>
<tr>
<td>3.</td>
<td>Balance Report</td>
</tr>
<tr>
<td>4.</td>
<td>Critical Information Drawing</td>
</tr>
<tr>
<td>5.</td>
<td>Completed standard Critical Information Drawing</td>
</tr>
<tr>
<td>6.</td>
<td>Completed Repair Report</td>
</tr>
<tr>
<td>7.</td>
<td>Weight Documentation</td>
</tr>
<tr>
<td>8.</td>
<td>Approved repair bearing/scoring/Danger</td>
</tr>
<tr>
<td>9.</td>
<td>Rotor has been properly fitted to procedure</td>
</tr>
<tr>
<td>10.</td>
<td>Vibration probe areas have been properly reviewed and identified</td>
</tr>
<tr>
<td>11.</td>
<td>Rotor bearing fixture/adapter has been installed and properly torqued</td>
</tr>
<tr>
<td>12.</td>
<td>Rotor has been inspected with E.D. number on each end</td>
</tr>
<tr>
<td>13.</td>
<td>Coupling ball installed or in place with green tag attached</td>
</tr>
<tr>
<td>14.</td>
<td>Thrust washer installed or in place with green tag attached</td>
</tr>
<tr>
<td>15.</td>
<td>Coupling not designed/coupling flush adapter installed with proper equipment identification and place</td>
</tr>
<tr>
<td>16.</td>
<td>Bearing installed with proper equipment identification and place</td>
</tr>
</tbody>
</table>

Records control requirements: File the completed record of this checklist with the rotor documentation packet in the "_docs" file. Date __________ Facilitator Signature __________
Figure B-1. Typical Critical Information Drawing for a Centrifugal Compressor Rotor.