



Fossil Power Group

I.2 Generating Plant Daily Operating Records

This series of records is used by the Fossil Power Group at generating plants for recording routine information relating to operation and maintenance of generators and auxiliary equipment. These records usually pertain to: meter readings indicating generating levels of units; temperatures and pressures at various points of the units; distribution of electrical power to transmission lines and station equipment; and miscellaneous inspection check-sheets showing performance of the units.

The completed records are maintained at some fossil plants as paper copies, and some plants maintain the records electronically. Electronic databases/software such as NOMS (Nuclear Operations Maintenance Support), FUMES (Fossil Unit Monitoring and Evaluations System), EXCEL (Microsoft Excel) are used at some of the plants to maintain data.

Form Title

- Daily Journal
- OCB Counter Readings
- Precipitator Daily Log
- Boiler Logs

A. Paper copy

Destroy when 6 years old.

B. Computer data base for plant. NOMS/SOMS Operator Rounds is an electronic data collection method that has been implemented to replace the following daily logs and reports:

- Chemical Pump Log (EXCEL)
- Daily Generation and Station Service Report (EXCEL, NOMS/SOMS)
- Filter Plant Log (NOMS/SOMS)
- Unit Log (NOMS/SOMS)
- Daily Lines Report (NOMS/SOMS)
- Daily Transformer Yard Report (NOMS/SOMS)
- Hydrogen Logs (NOMS/SOMS)
- Water Cycle Analysis (FUMES, EXCEL, NOMS/SOMS)

1. **Inputs:** The system derives its input from operations personnel inputting data into a handheld data logger which is in turn uploaded to NOMS/SOMS. Also Manual input of daily water chemistry analysis and unit operating data.

Disposition: Temporary. Delete or destroy after input and verification of data into master file or when no longer needed to support the reconstruction of master file, whichever is later.

2. **Master file:** All Unit Log information and Hydrogen Log information and Water Chemistry Critical Indicators.

Disposition: Destroy when six years old.

3. **Outputs:** Outputs data to corporate data management system Condition Monitoring Workstation (CMW). The SOMS program is a stand alone program in which it is possible to access a specific reading or groups of readings for a given day or date range. SOMS/NOMS information is also pulled by FUMES for various trends or reports.

Disposition: Destroy when six years old.

4. **System Documentation**

- a. Software Manuals

Disposition: Destroy when this system is discontinued.

C. Water Chemistry Data Acquisition (FUMES System)

Collect, display, archive plant water chemistry data

1. **Inputs:** Plant Instrumentation

Disposition: Temporary. Delete or destroy after input and verification of data into master file or when no longer needed to support the reconstruction of master file, whichever is later.

2. **Master file:** One minute snapshot of instrument readings

Disposition: Destroy when six years old.

3. **Outputs:** User configured dataware outputs, Data Fuser system

Disposition: Destroy when six years old.

4. **System Documentation**

- a. Software Manuals

Disposition: Destroy when this system is discontinued.

D. Data Fuser System/ Formally Condition Monitoring Workstation (CMW)

Corporate data base for plant stats and performance reporting.

1. **Inputs:** FUMES, NOMS/SOMS, Manual data input.

Disposition: Temporary. Delete or destroy after input and verification of data into master file or when no longer needed to support the reconstruction of master file, whichever is later.

2. **Master file:** Operating Statistics, Heat Rate, Vibration, Water Chemistry

Disposition: Destroy when six years old.

3. **Outputs:** Corporate and Plant Performance Reports.

Disposition: Destroy when six years old.

4. **System Documentation**

a. Software Manuals

Disposition: Destroy when this system is discontinued.

E. Electronic copies of records that are created on electronic mail and word processing systems and used solely to generate a recordkeeping copy of the records covered by the other items in this schedule. Also, includes electronic copies of records created on electronic mail and word processing systems that are maintained for updating, revision, or dissemination.

1. Copies that have no further administrative value after the recordkeeping copy is made. Includes, copies maintained by individuals in personal files, personal electronic mail directories, or other personal directories on hard disk or network drives, and copies on shared network drives that are used only to produce the recordkeeping copy.

Destroy/delete within 180 days after the recordkeeping copy has been produced.

2. Copies used for dissemination, revision, or updating that are maintained in addition to the recordkeeping copy.

Destroy/delete when dissemination, revision, or updating is completed.