TEMPORARY CHANGE REQUEST

TCR NO.TCR-ENG-038, R0-003
(e.g., TCR-ENG-021,R0-001)

The Temporary Change Request (TCR) Form is to be used to process urgent or minor changes for PPPL Policies, Organization/Mission Statements and Procedures. The TCR should be used when changes are:
1) urgent, and can not wait the 2-4 week period for Department Head review/comment, or
2) minor, and do not warrant Department Head review.

Person Requesting Change: Larry Dudek **Phone Ext:** _____

Department Name: Fabrication and Operations Division of Engineering

Document Number: ENG-038 **Revision No.: 0**

Document Title: Welding Materials Control

Reason for change:

Gender neutral pronouns.
Clarify long term storage of wire spools.

Change description: (Summarize and attach changed pages, with changes clearly indicated)

Alter definition of Designee to reflect gender neutral pronoun.
Add language to Step 7 clarifying storage requirements of spooled wire that will not be used within a specified time frame.

1. Does this TCR significantly alter the intent or scope of the document? **YES:**_____ **NO:** **X**

2. Does this TCR significantly impact **ES&H**? **YES:**_____ **NO:** **X**

If 1 or 2 is **YES**, Explain why the changes should not be routed for Department Head review:

_____ 7/17/17

Department/Division Head Approval **Date**

_____ 7/17/17

Head, Quality Assurance/Quality Control/designee **Date**

Release/Effective date of this TCR: 7/17/17

Incorporate this TCR into next revision of this document? **YES: X** **NO:**_____

Subject:	Effective Date:	Initiated by:
Welding Materials Control	6/10/05	Head, Engineering Department
	Supersedes: EM-0023 Rev. 1	Approved: Director

TCR-ENG-038,R0-003

Management System (Primary): 03.00 ENGINEERING (ENG)
Management System Owner: Head of Engineering Department
Management Process: 03.04 Engineering Programs and Processes
Process Owner: Head of Engineering Department
Sub-Process: 03.04.01 Welding
Sub-Process Owner: Head of Fabrication Group
Subject Matter Expert Welding Engineer

APPLICABILITY

This procedure is applicable to all welding and torch brazing materials to be used at PPPL.

INTRODUCTION:

This procedure provides the requirements for control, storage, and issuance of welding materials at PPPL, to assure that the proper materials are used, and that materials are properly stored prior to use, in accordance with ENG-037.

DEFINITIONS

Welding Materials – Consumable welding and torch brazing filler materials, including covered electrodes, bare welding wire, brazing filler metal, and torch brazing flux.

Weld Supervisor - Individual responsible for direct supervision of welders and brazers, who is authorized to issue welding materials.

Designee - Individual responsible for issuance of welding materials, who is specifically designated by a Weld Supervisor to do so. A designee may not issue welding materials to themself.

REFERENCES:

ENG-037 General Welding & Brazing Requirements

EQUIPMENT REQUIRED:

Controlled storage area(s), electrode storage oven(s).

PREREQUISITES:

Personnel responsible for utilization of this procedure shall be cognizant of its requirements, to assure proper implementation.

Procedure:

Responsibility	Action
Welding Engineer	1. Specifies requirements for welding material storage, issuance, return, reconditioning, and deletion, as defined in this procedure. **NOTE**: All welding consumables shall be of domestic origin unless approved by the weld engineer.
Weld Supervisor/Designee	2. Implements this procedure by controlling storage, identification, issuance, return, and reconditioning of welding materials.
Welder	3. Implements this procedure by using only controlled welding materials, and maintaining identification of materials during usage.
Weld Supervisor/Designee	4. Provides controlled storage area for all welding materials, in a clean and dry space, including identification of filler materials by type or grade, oven storage of low-hydrogen type covered electrodes (per manufacturer's recommendations), and controlling issuance of materials to properly qualified personnel, within the specified time limits.
Welder	5. Requests welding materials from controlled storage area, based on qualifications and particular job requirements.
Weld Supervisor/Designee	6. Issues welding materials, based on particular job requirements and welder's qualifications

Welder	7. Returns used and partially used welding materials at the end of each shift, except unused low hydrogen electrodes shall be returned within their specific maximum allotted time of issuance. Ensures that filler material identification is maintained, and that work area is clean, with no unused or partially used filler materials remaining at the end of each workday. NOTE: When using GMAW/FCAW, the wire spools stay with the welding machine. If the wire is not to be used again for at least 5 days the spool should be covered to limit contamination by dust or moisture.
Weld Supervisor/Designee	8. Returns any unused low-hydrogen electrodes which have been returned within their specific maximum allotted time of issuance to storage ovens for a minimum re-drying period of eight (8) hours. Low-hydrogen electrodes which have been exposed to atmosphere for more than their specific maximum allotted time of issuance, and all filler materials which are dirty, damaged, or inadequately identified, shall be discarded.
Welding Engineer	9 Periodically monitors compliance with this procedure.

TRAINING

Welding Engineer

1. Head of Engineering ensures the training is provided.

   A. Target Audience: Welders, Weld Supervisors
   Instructor: Welding Engineer
   Training Method: Reading of this procedure
   Frequency: Once.

RECORDS REQUIREMENTS SPECIFIC TO THIS PROCEDURE

Not Applicable - No Documents to be stored as records are referenced in this procedure.