RETROFIT PHASING REVIEW / ILLUSTRATIVE CASE

Can the retrofit fit the available shutdown?

The management decision

Challenge the sequence before booking the outage. If it only fits when activities overlap, the site team must confirm that the overlap is feasible within an approved plan.

Jobs that each look achievable can run over when approvals, equipment access or dependencies are considered together. An overrun can delay the return to production. A phased review helps the project team see which steps depend on each other and which decisions need to be resolved before it books people or equipment. It also gives contractors and operators a common schedule to challenge before dates are promised or the outage is announced.

Worked example

Two tasks lasting five and four hours require nine hours in sequence. The available shutdown lasts eight hours, leaving a one-hour shortfall even before checks or contingency.

Example figure	What it represents
5 h	First task
4 h	Second task
8 h	Available window

What changes the answer

If the responsible team approves two hours of safe overlap, the combined sequence takes seven hours. The remaining hour must also accommodate applicable checks and contingency.

Retrofit phasing review

What to commission

Review one proposed shutdown window and its sequence of supplier, site and contractor activities.

We compare what must run in order with activities that might overlap under an approved plan. We identify lead times, site confirmations and technical decisions that have to be resolved before each phase.

How to judge the result

The project team can see which tasks must run in order, where overlap needs approval and how much time remains for checks.

Compare the cost of rescheduling with the potential effect of an overrun. Keep time for local checks and contingency visible when considering the working window.

Decision worksheet

Project detail	Starting point for your team
Decision owner	Retrofit programme manager. Name the person who will approve the next step.
Records to gather	The retrofit scope, expected task durations and the available shutdown windows.
Agreed output	A phased outline, a list of dependencies and decisions to make before each stage.
Decision date	Record the deadline, any unresolved assumption and who will confirm it.

Discuss this case

Tell us what you are changing, the length of the proposed shutdown and the biggest uncertainty in the schedule. Mention whether suppliers or other site work depend on the same window. We can discuss which part of the sequence needs early review.

Email info@oxetc.co.uk and mention ENG-19. All figures in the worked example are illustrative.