

Owner: TC Energy

Name of Project: Keystone XL Pipeline Project

Project Location:

Supplier Submittal Requirements

TC Energy Document Number:	25472-101-V2A-JL10-Z0000
Submittal Date:	18-Feb-21
Submittal Number:	03
PO#:	4500356363
Applicable Tag#(s):	122-LKSDE-B0-LSHH-0302, 123-MTRSP-B0-LSHH-0302, 124-OYENS-B0-LSHH-0302, 127-PIAPT-B0-LSHH-0302, 128-GRSSY-B0-LSHH-0302

Revision #	Revision Date	Revision Description
01	12/3/2020	Issuing for SSR Acceptance
02	2/18/2021	To void document "Supplier Deviation Disposition Requests (SDDRs)"
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TO BE COMPLETED BY SUPPLIER										TO BE COMPLETED BY TC Energy	
* PLANNED SUBMITTAL DATE	* ITEM DESCRIPTION NO.	* ITEM CATEGORY CODE	* PO MILESTONE DOCUMENT	* SUPPLIER DOCUMENT TITLE	SUPPLIER DOC NO	SUPPLIER DOC REV	EQUIPMENT NO / TAG NO	SUPPLIER REQUEST TO VOID DOC	* SUPPLIER REFORECAST SUBMITTAL DATE	TC Energy Document No	CLIENT REVIEW REQUIRED FOR THIS DOCUMENT
10/20/2020	1	EX	No	Interconnection & Wiring Diagrams	L-FTL51-002	0	122-LKSDE-B0-LSHH-0302 123-MTRSP-B0-LSHH-0302 124-OYENS-B0-LSHH-0302 127-PIAPT-B0-LSHH-0302 128-GRSSY-B0-LSHH-0302			25472-101-V2A-JL10-Z0001	
10/20/2020	2	IA	No	Manufacturing Record Book Indexes	IA_3003349346_MRIB IND	0	122-LKSDE-B0-LSHH-0302 123-MTRSP-B0-LSHH-0302 124-OYENS-B0-LSHH-0302 127-PIAPT-B0-LSHH-0302 128-GRSSY-B0-LSHH-0302			25472-101-V2A-JL10-Z0002	
2 Weeks after Delivery	3	IB	No	Manufacturing Record Book & Data Books	IB_3003349346_MRIB	0	122-LKSDE-B0-LSHH-0302 123-MTRSP-B0-LSHH-0302 124-OYENS-B0-LSHH-0302 127-PIAPT-B0-LSHH-0302 128-GRSSY-B0-LSHH-0302			25472-101-V2A-JL10-Z0003	
2 Weeks after Manufacturing	4	IC	No	Material Certificates	IC_3003349346_MTC	0	122-LKSDE-B0-LSHH-0302 123-MTRSP-B0-LSHH-0302 124-OYENS-B0-LSHH-0302 127-PIAPT-B0-LSHH-0302 128-GRSSY-B0-LSHH-0302			25472-101-V2A-JL10-Z0004	
10/20/2020	5	IE	Yes	Code / Standard / Compliance / Certificates	IE_3003349346_CSA-CRN	0	122-LKSDE-B0-LSHH-0302 123-MTRSP-B0-LSHH-0302 124-OYENS-B0-LSHH-0302 127-PIAPT-B0-LSHH-0302 128-GRSSY-B0-LSHH-0302			25472-101-V2A-JL10-Z0005	
10/20/2020	7	JE	Yes	Instrument Outline Drawings	L-FTL51-001	0	122-LKSDE-B0-LSHH-0302 123-MTRSP-B0-LSHH-0302 124-OYENS-B0-LSHH-0302 127-PIAPT-B0-LSHH-0302 128-GRSSY-B0-LSHH-0302			25472-101-V2A-JL10-Z0006	
10/20/2020	8	LF	Yes	Equipment Data Sheets and Design Specifications	LF_3003349346_DS	0	122-LKSDE-B0-LSHH-0302 123-MTRSP-B0-LSHH-0302 124-OYENS-B0-LSHH-0302 127-PIAPT-B0-LSHH-0302 128-GRSSY-B0-LSHH-0302			25472-101-V2A-JL10-Z0007	
10/20/2020	11	OF	No	Operating & Maintenance Manuals	OF_3003349346_IOM	0	122-LKSDE-B0-LSHH-0302 123-MTRSP-B0-LSHH-0302 124-OYENS-B0-LSHH-0302 127-PIAPT-B0-LSHH-0302 128-GRSSY-B0-LSHH-0302			25472-101-V2A-JL10-Z0008	
10/20/2020	12	XB	No	Packing, Shipping, Handling & Storage and Preservation Procedures	XB_3003349346_Storage	0	122-LKSDE-B0-LSHH-0302 123-MTRSP-B0-LSHH-0302 124-OYENS-B0-LSHH-0302 127-PIAPT-B0-LSHH-0302 128-GRSSY-B0-LSHH-0302			25472-101-V2A-JL10-Z0009	
10/20/2020	13	YA	Yes	Inspection and Test Plan	YA_3003349346_ITP	0	122-LKSDE-B0-LSHH-0302 123-MTRSP-B0-LSHH-0302 124-OYENS-B0-LSHH-0302 127-PIAPT-B0-LSHH-0302 128-GRSSY-B0-LSHH-0302			25472-101-V2A-JL10-Z0010	
	14	YE	No	Supplier Deviation Disposition Requests (SDDRs) - If Applicable	-		122-LKSDE-B0-LSHH-0302 123-MTRSP-B0-LSHH-0302 124-OYENS-B0-LSHH-0302 127-PIAPT-B0-LSHH-0302 128-GRSSY-B0-LSHH-0302	Void		25472-101-V2A-JL10-Z0011	

LEGEND

COVER PAGE		Supplier to complete the TC Energy Document Number, Submittal Date, Submittal Number, PO#, and list all applicable tags
SUBMITTAL REQUIREMENTS	Columns A - J	<p>Supplier to complete columns A-J. Columns with * are required.</p> <p>*Column A - PLANNED SUBMITTAL DATE: this field is used to record the calendar date that corresponds to the number of days in the Document Submittal Schedule column of Part 2 - Attachment DD of the MR (Material Requisition).</p> <p>*Column B - ITEM DESCRIPTION NO.: this field is used to record the number provided in the Item Description No. column of Part 2 - Attachment DD of the MR (Material Requisition).</p> <p>*Column C - ITEM CATEGORY CODE: this field is used to record the two letter code provided in the Document Category Code column Part 2 - Attachment DD of the MR (Material Requisition).</p> <p>*Column D - PO MILESTONE DOCUMENT: this field is used to indicate if the document is attached to a PO payment milestone. The details regarding payment milestones are found in PO Part 3 Commercial Requirements under the Payment Terms section. If the document is attached to a milestone this column should read Yes, and if the document is not attached to a milestone the column should read No.</p> <p>*Column E - SUPPLIER DOCUMENT TITLE: this field is used to record the document title for each document.</p> <p>Column F - SUPPLIER DOC NO: this field is used for the supplier to provide their internal document number.</p> <p>Column G - SUPPLIER DOC REV: this field is used for the supplier to provide their internal document revision number.</p> <p>Column H - EQUIPMENT NO / TAG NO: This field is used to record the equipment and tag numbers associated to the document.</p> <p>Column I - SUPPLIER REQUESTS TO VOID DOC: this field is used to request that an existing TC Energy Document Number be voided. The only valid reasons to void a TC Energy Document Number would be that the document is no longer a requirement and the PO Section DD has been revised to remove the requirement or if the TC Energy engineer agrees that the information is captured in another document. This field should be left blank or select VOID from dropdown if vendor is REQUESTING a void. The SSR will be formally reviewed and approved by the Lead Reviewer (LR). Document will be considered VOID once the CODE 1 stamp has been assigned.</p> <p>*Column J - SUPPLIER REFORECAST SUBMITTAL DATE: this field should be on or before the date provided in Column A. Column A is the contractual submittal date, this date is the date the vendor is committing to submit the document. If a date later than column A is entered that must be approved by TC Energy LR (Lead Reviewer).</p>
	Note:	Supplier must list all planned submittals for each category and then submit this document to Encompass for Engineering approval. The SSR will be returned to the supplier with the TC Energy document numbers listed. DO NOT REMOVE any existing line items from the SSR. If there are any updates (new documentation or VOID any existing documentation) to the content of the SSR the SSR will need to be revised and reissued for CODE1 approval. Any changes needed to the existing list of documents must be approved using the SSP template.
	Columns K - L	When submitting the SSR for the first time, the Document Control team will assign TC Energy document numbers for the documents listed in the SSR. The SSR will be returned to the supplier to and will also be issued for approval in Encompass. After LR approves SSR. TC Energy Document Management creates placeholders in Encompass using these numbers. Any changes to the existing documentation listed in the approved SSR will be managed via the SSR
SSR REVISION HISTORY		When any supplier completed fields of the SSR need to be revised (i.e. increasing or decreasing the number of planned submittals for a given require submittal category, etc), revise the "Submittal Requirements" tab of the SSR and track the revisions in the "SSR Revision History" tab. All revisions to the SSR must have an entry on the SSR Revision History tab and must be formally submitted via Encompass.