

 INTEGRATED MANAGEMENT SYSTEM			Document No.	BPDB-IMS-FR-006
			Revision No.	0
Master List of Document			Effective Date:	1/11/2021
Sl. No.	Document Number	Document Title	Revision Number	Effective Date
Level 1 Manual				
1	BPDB-IMS-ML-001	IMS Manual	0	1/11/2021
2	Appendix - 1	IMS Policy	0	1/11/2021
3	Appendix - 2	Organogram	0	1/11/2021
4	Appendix - 3	Master List of Document	0	1/11/2021
5	Appendix - 4	Site Mapping	0	1/11/2021
6	Appendix - 5	Document Mapping	0	1/11/2021
7	Appendix - 6	Legal Register	0	1/11/2021
Level 2 Manual				
1	BPDB-IMS-PR-001	Procedure for Context of the Organization	0	1/11/2021
2	BPDB-IMS-PR-002	Procedure for Understanding the Needs and Expectations of Interested Parties	0	1/11/2021
3	BPDB-IMS-PR-003	Procedure for Risk Management	0	1/11/2021
4	BPDB-IMS-PR-004	Procedure for Document Control	0	1/11/2021
5	BPDB-IMS-PR-005	Procedure for Control of Records	0	1/11/2021
6	BPDB-IMS-PR-006	Procedure for Change Management	0	1/11/2021
7	BPDB-IMS-PR-007	Communication Procedure	0	1/11/2021
8	BPDB-IMS-PR-008	Procedure for Internal Audit	0	1/11/2021
9	BPDB-IMS-PR-009	Procedure for the Nonconformance, Correction and Corrective Action	0	1/11/2021
10	BPDB-IMS-PR-010	Procedure for Management Review	0	1/11/2021
11	BPDB-IMS-PR-011	Procedure for Purchase	0	1/11/2021
12	BPDB-IMS-PR-012	Procedure for Generation - Gas Turbine	0	1/11/2021
13	BPDB-IMS-PR-013	Procedure for Generation - Gas-Steam Power Plant	0	1/11/2021
14	BPDB-IMS-PR-014	Procedure for Generation - High Speed Furnace Oil	0	1/11/2021
15	BPDB-IMS-PR-015	Procedure for Generation - Combined Cycle Power Plant	0	1/11/2021
16	BPDB-IMS-PR-016	Procedure for Operation and Control of Auxiliary Systems - Gas Turbine	0	1/11/2021
17	BPDB-IMS-PR-017	Procedure for Operation and Control of Auxiliary Systems - Gas-Steam Power Plant	0	1/11/2021
18	BPDB-IMS-PR-018	Procedure for Operation and Control of Auxiliary Systems - High Speed Furnace Oil	0	1/11/2021

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19	BPDB-IMS-PR-019	Procedure for Operation and Control of Auxiliary Systems - High Speed Diesel	0	1/11/2021
20	BPDB-IMS-PR-020	Procedure for Operation and Control of Auxiliary Systems - Coal Power Plant	0	1/11/2021
21	BPDB-IMS-PR-021	Procedure for Mechanical Maintenance - Gas Turbine	0	1/11/2021
22	BPDB-IMS-PR-022	Procedure for Mechanical Maintenance - Gas-Steam Power Plant	0	1/11/2021
23	BPDB-IMS-PR-023	Procedure for Mechanical Maintenance - High Speed Diesel	0	1/11/2021
24	BPDB-IMS-PR-024	Procedure for Mechanical Maintenance - Combined Cycle Power Plant	0	1/11/2021
25	BPDB-IMS-PR-025	Procedure for Mechanical Maintenance - Coal Power Plant	0	1/11/2021
26	BPDB-IMS-PR-026	Procedure for Electrical Maintenance - Gas Turbine	0	1/11/2021
27	BPDB-IMS-PR-027	Procedure for Electrical Maintenance - High Speed Diesel	0	1/11/2021
28	BPDB-IMS-PR-028	Procedure for Electrical Maintenance - Coal Power Plant	0	1/11/2021
29	BPDB-IMS-PR-029	Procedure for Instrument & Control Maintenance - Gas Turbine	0	1/11/2021
30	BPDB-IMS-PR-030	Procedure for Instrument & Control Maintenance - Gas-Steam Power Plant	0	1/11/2021
31	BPDB-IMS-PR-031	Procedure for Instrument & Control Maintenance - High Speed Furnace Oil	0	1/11/2021
32	BPDB-IMS-PR-032	Procedure for Instrument & Control Maintenance - High Speed Diesel	0	1/11/2021
33	BPDB-IMS-PR-033	Procedure for Instrument & Control Maintenance - Coal Power Plant	0	1/11/2021
34	BPDB-IMS-PR-034	Legal and Other Requirements	0	1/11/2021
35	BPDB-IMS-PR-035	Objective and Program	0	1/11/2021
36	BPDB-IMS-PR-036	Control of Contractors	0	1/11/2021
37	BPDB-IMS-PR-037	Procedure for Visitor Control	0	1/11/2021
38	BPDB-IMS-PR-038	Shift Management	0	1/11/2021
39	BPDB-IMS-PR-039	Competency Management	0	1/11/2021

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40	BPDB-IMS-PR-040	Procedure for Human Resource Development	0	1/11/2021
41	BPDB-IMS-PR-041	Procedure for Service Benefits in BPDB	0	1/11/2021
42	BPDB-IMS-PR-042	Procedure for Training	0	1/11/2021
43	BPDB-IMS-PR-043	Procedure for Storage Facility	0	1/11/2021
44	BPDB-IMS-PR-044	Procedure for Managing independent Power Producers	0	1/11/2021
45	BPDB-IMS-PR-045	Procedure for Public Relation Affairs	0	1/11/2021
46	BPDB-IMS-PR-046	Procedure for Organization and Method	0	1/11/2021
47	BPDB-IMS-PR-047	Incident Reporting	0	1/11/2021
48	BPDB-IMS-PR-048	Operational Control	0	1/11/2021
49	BPDB-IMS-PR-049	Procedure for Defense Driving	0	1/11/2021
50	BPDB-IMS-PR-050	Emergency Preparedness and Response Plan	0	1/11/2021
51	BPDB-IMS-PR-051	Housekeeping Procedure	0	1/11/2021
52	BPDB-IMS-PR-052	Operational Procurement Policy	0	1/11/2021
53	BPDB-IMS-PR-053	Monitoring, Measurement, Analysis and Improvement Procedure	0	1/11/2021
54	BPDB-IMS-PR-054	Procedure for Substation Operation	0	1/11/2021
55	BPDB-IMS-PR-055	Procedure for Substation Maintenance	0	1/11/2021
56	BPDB-IMS-PR-056	Procedure for Customer Affairs	0	1/11/2021
57	BPDB-IMS-PR-057	Procedure for Central Equipment Repair Shop	0	1/11/2021
58	BPDB-IMS-PR-058	Procedure for Commercial Operation	0	1/11/2021
59	BPDB-IMS-PR-059	Procedure for Services	0	1/11/2021
60	BPDB-IMS-PR-060	Procedure for Program	0	1/11/2021
61	BPDB-IMS-PR-061	Water and Steam Cycle	0	1/11/2021
62	BPDB-IMS-PR-062	Procedure for Project and Development	0	1/11/2021
63	BPDB-IMS-PR-063	Procedure for the Control of Non-Conforming Products	0	1/11/2021
64	BPDB-IMS-PR-064	Environmental Aspect Impact Assessment Procedure	0	1/11/2021
65	BPDB-IMS-PR-065	Procedure for Air Emission and Noise Monitoring	0	1/11/2021
66	BPDB-IMS-PR-066	Water Consumption Procedure	0	1/11/2021
67	BPDB-IMS-PR-067	Effluent Water Quality	0	1/11/2021
68	BPDB-IMS-PR-068	Waste Management Plan	0	1/11/2021
69	BPDB-IMS-PR-069	Chemical Management Plan	0	1/11/2021
70	BPDB-IMS-PR-070	Participation of Workers Procedure	0	1/11/2021
71	BPDB-IMS-PR-071	Hazard Identification and Risk Assessment Procedure	0	1/11/2021
72	BPDB-IMS-PR-072	Permit to Work (PtW)	0	1/11/2021

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73	BPDB-IMS-PR-073	Work at Height (WAH)	0	1/11/2021
74	BPDB-IMS-PR-074	Enclosed Space	0	1/11/2021
75	BPDB-IMS-PR-075	Procedure for Hot Work	0	1/11/2021
76	BPDB-IMS-PR-076	Reporting Hazards	0	1/11/2021
77	BPDB-IMS-PR-077	Personal Protective Equipment	0	1/11/2021
78	BPDB-IMS-PR-078	Drinking Water Hygiene Procedure	0	1/11/2021
79	BPDB-IMS-PR-079	Electrical Safety Procedure	0	1/11/2021
80	BPDB-IMS-PR-080	Energy isolation and normalization	0	1/11/2021
81	BPDB-IMS-PR-081	Management of Fire extinguisher procedure	0	1/11/2021
82	BPDB-IMS-PR-082	Prevention of fire and explosion	0	1/11/2021
83	BPDB-IMS-PR-083	Office Safety	0	1/11/2021
84	BPDB-IMS-PR-084	Ladder & Scaffold Safety	0	1/11/2021
85	BPDB-IMS-PR-085	Safety Inspection and Audit	0	1/11/2021
Level 3 Manual				
1	BPDB-IMS-FR-001	Risk and Opportunity Register	0	1/11/2021
2	BPDB-IMS-FR-002	Register for Interested Parties	0	1/11/2021
3	BPDB-IMS-FR-003	Organogram and Team Structure	0	1/11/2021
4	BPDB-IMS-FR-004	Status of Licenses and Permits	0	1/11/2021
5	BPDB-IMS-FR-005	Legal Register	0	1/11/2021
6	BPDB-IMS-FR-006	Master List of Document	0	1/11/2021
7	BPDB-IMS-FR-007	Change Request Form	0	1/11/2021
8	BPDB-IMS-FR-008	Management of Change Plan	0	1/11/2021
9	BPDB-IMS-FR-009	Management Review Records	0	1/11/2021
10	BPDB-IMS-FR-010	Internal Audit Plan	0	1/11/2021
11	BPDB-IMS-FR-011	Internal Audit Report	0	1/11/2021
12	BPDB-IMS-FR-012	Internal Audir Program	0	1/11/2021
13	BPDB-IMS-FR-013	Nonconformity Report for Internal Audit	0	1/11/2021
14	BPDB-IMS-FR-014	Nonconformity Register	0	1/11/2021
15	BPDB-IMS-FR-015	Nonconformity Reporting Form	0	1/11/2021
16	BPDB-IMS-FR-016	Environmental Aspect Impact Register	0	1/11/2021
17	BPDB-IMS-FR-017	Waste Register	0	1/11/2021
18	BPDB-IMS-FR-018	Chemical Spill Report	0	1/11/2021
19	BPDB-IMS-FR-019	Hazard Identification and Risk Assessment Register	0	1/11/2021
20	BPDB-IMS-FR-020	Plan to achieve IMS Obojectives	0	1/11/2021

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21	BPDB-IMS-FR-021	Contractor Delegation Form	0	1/11/2021
22	BPDB-IMS-FR-022	Visitor Log	0	1/11/2021
23	BPDB-IMS-FR-023	Clearance for Work	0	1/11/2021
24	BPDB-IMS-FR-024	Form of Limitation-Of-Access-Front/back	0	1/11/2021
25	BPDB-IMS-FR-025	Form of Isolation Request	0	1/11/2021
26	BPDB-IMS-FR-026	Form of HV Live Line Working Certificate (Left Hand Side)	0	1/11/2021
27	BPDB-IMS-FR-027	Work and Test Permit	0	1/11/2021
28	BPDB-IMS-FR-028	Safety Tags	0	1/11/2021
29	BPDB-IMS-FR-029	PPE Requirement	0	1/11/2021
30	BPDB-IMS-FR-030	Monthly Operational Data	0	1/11/2021
31	BPDB-IMS-FR-031	Safety Inspection Form	0	1/11/2021
32	BPDB-IMS-FR-032	Hazard Observation Card	0	1/11/2021
33	BPDB-IMS-FR-033	Health and Safety Training Plan	0	1/11/2021
34	BPDB-IMS-FR-034	Notice of Accident	0	1/11/2021
35	BPDB-IMS-FR-035	Final Report of Accident	0	1/11/2021
36	BPDB-IMS-FR-036	Notice of Dangerous Incident	0	1/11/2021
37	BPDB-IMS-FR-037	Monthly Report Register of Incident Accidents	0	1/11/2021
38	BPDB-IMS-FR-038	Mock Drill Program	0	1/11/2021
39	BPDB-IMS-FR-039	Mock Drill Record	0	1/11/2021
40	BPDB-IMS-FR-040	Site Safety Discussion	0	1/11/2021
41	BPDB-IMS-FR-041	Safety Committee Meeting Minutes	0	1/11/2021
42	BPDB-IMS-FR-042	Key Performance Indicator	0	1/11/2021
43	BPDB-IMS-CL-001	Workplace Inspection Checklist	0	1/11/2021
44	BPDB-IMS-CL-002	Chemical Spill Kit Checklist	0	1/11/2021
45	BPDB-IMS-CL-003	Checklist for WAH	0	1/11/2021
46	BPDB-IMS-CL-004	Checklist for Enclosed Space	0	1/11/2021
47	BPDB-IMS-CL-005	Checklist for Hot Work	0	1/11/2021
48	BPDB-IMS-CL-006	Ladder Safety Checklist	0	1/11/2021
49	BPDB-IMS-CL-007	Scaffold Safety Checklist	0	1/11/2021
50	BPDB-IMS-FR-043	Internal Quality Audit Circular	0	1/11/2021
51	BPDB-IMS-FR-044	Internal Quality Audit Plan	0	1/11/2021
52	BPDB-IMS-FR-045	Monthly Progress Report-RER&D	0	1/11/2021
53	BPDB-IMS-FR-046	Status Report-RED&D	0	1/11/2021

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54	BPDB-IMS-FR-047	Status Report-Project Planning	0	1/11/2021
55	BPDB-IMS-FR-048	Fuel Requirement	0	1/11/2021
56	BPDB-IMS-FR-049	Daily Report	0	1/11/2021
57	BPDB-IMS-FR-050	Monthly Report – Load Shedding	0	1/11/2021
58	BPDB-IMS-FR-051	Carbon Emission Factor	0	1/11/2021
59	BPDB-IMS-FR-052	Future Energy Generation Cost	0	1/11/2021
60	BPDB-IMS-FR-053	Power Plant Wise Yearly Summary Statistics	0	1/11/2021
61	BPDB-IMS-FR-054	Weekly Report	0	1/11/2021
62	BPDB-IMS-FR-055	Monthly Progress Report	0	1/11/2021
63	BPDB-IMS-FR-056	Project List	0	1/11/2021
64	BPDB-IMS-FR-057	Quality Form	0	1/11/2021
65	BPDB-IMS-FR-058	List of Projects	0	1/11/2021
66	BPDB-IMS-FR-059	Report of Controlling Non-Conforming Product	0	1/11/2021
67	BPDB-IMS-FR-060	Annual Development Program	0	1/11/2021
68	BPDB-IMS-FR-061	Dated Action Plan with Bar Chart	0	1/11/2021
69	BPDB-IMS-FR-062	Summary of Packages Or Sub-Packages Under App	0	1/11/2021
70	BPDB-IMS-FR-063	Project Wise Annual Procurement Plan (App)	0	1/11/2021
71	BPDB-IMS-FR-064	Project Wise Annual Procurement Plan	0	1/11/2021
72	BPDB-IMS-FR-065	Procurement Report - Package	0	1/11/2021
73	BPDB-IMS-FR-066	Procurement Report - Project	0	1/11/2021
74	BPDB-IMS-FR-067	Initiating Changes in IMS	0	1/11/2021
75	BPDB-IMS-FR-068	Revision History	0	1/11/2021
76	BPDB-IMS-FR-069	Audit Check List	0	1/11/2021
77	BPDB-IMS-FR-070	Nonconformity Report (NCR)	0	1/11/2021
78	BPDB-IMS-FR-071	Internal Quality Audit Report	0	1/11/2021
79	BPDB-IMS-FR-072	Corrective Action Request (Car) Log	0	1/11/2021
80	BPDB-IMS-FR-073	Function wise NCR Analysis Of IQA	0	1/11/2021
81	BPDB-IMS-FR-074	Non-Conformance, Correction and Corrective Action Form	0	1/11/2021
82	BPDB-IMS-FR-075	Calculations of Power Factor At The Generation End	0	1/11/2021
83	BPDB-IMS-FR-076	Dependable Capacity Test (Plant Wise)	0	1/11/2021
84	BPDB-IMS-FR-077	Dependable Capacity Test (Temperature, Humidity & Pressure)	0	1/11/2021
85	BPDB-IMS-FR-078	Issue Voucher	0	1/11/2021

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86	BPDB-IMS-FR-079	Receipt & Inspection Report	0	1/11/2021
87	BPDB-IMS-FR-080	Store Ledger	0	1/11/2021
88	BPDB-IMS-FR-081	List of Produced Goods	0	1/11/2021
89	BPDB-IMS-FR-082	Requisition Letter	0	1/11/2021
90	BPDB-IMS-FR-083	Personal Chalan	0	1/11/2021
91	BPDB-IMS-FR-084	Package Check-Off Slip	0	1/11/2021
92	BPDB-IMS-FR-085	Receipt and Inspection Report	0	1/11/2021
93	BPDB-IMS-FR-086	Excess Short and Damage Report	0	1/11/2021
94	BPDB-IMS-FR-087	Transfer Slip	0	1/11/2021
95	BPDB-IMS-FR-088	Control Register Of R&I Reports	0	1/11/2021
96	BPDB-IMS-FR-089	Register of Purchase Order	0	1/11/2021
97	BPDB-IMS-FR-090	Receipt Movement Sheet	0	1/11/2021
98	BPDB-IMS-FR-091	Monthly Statement of Receipt Materials	0	1/11/2021
99	BPDB-IMS-FR-092	Bin Card	0	1/11/2021
100	BPDB-IMS-FR-093	Advice of Return Stores	0	1/11/2021
101	BPDB-IMS-FR-094	Monthly Statement of Issued Material	0	1/11/2021
102	BPDB-IMS-FR-095	Requisition of Stores	0	1/11/2021
103	BPDB-IMS-FR-096	Issue Voucher	0	1/11/2021
104	BPDB-IMS-FR-097	Register of Issue Control Numbers	0	1/11/2021
105	BPDB-IMS-FR-098	Requisition For Allocation of Materials Rom Directorate Of Electrical Equipment	0	1/11/2021
106	BPDB-IMS-FR-099	Stock Replenishment Form	0	1/11/2021
107	BPDB-IMS-FR-100	Non-Availability Certificate of Stores	0	1/11/2021
108	BPDB-IMS-FR-101	Indent form Of Stores - 1	0	1/11/2021
109	BPDB-IMS-FR-102	Indent form Of Stores - 2	0	1/11/2021
110	BPDB-IMS-FR-103	Stores Gate Pass	0	1/11/2021
111	BPDB-IMS-FR-104	Stock Verification Slip	0	1/11/2021
112	BPDB-IMS-FR-105	Physical Stock Verification Report	0	1/11/2021
113	BPDB-IMS-FR-106	Report of Surplus Stores	0	1/11/2021
114	BPDB-IMS-FR-107	Report of Unserviceable Stores for Disposal	0	1/11/2021
115	BPDB-IMS-FR-108	Survey Report of Unserviceable or Lost damaged Stores	0	1/11/2021
116	BPDB-IMS-FR-109	Schedule of Debit STO Stock	0	1/11/2021
117	BPDB-IMS-FR-110	Stock Account	0	1/11/2021

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118	BPDB-IMS-FR-111	Record of Personal Issue of Tools, Equipment And Measuring Instruments	0	1/11/2021
119	BPDB-IMS-FR-112	Site Account for All Stores	0	1/11/2021
120	BPDB-IMS-FR-113	Yearly Abstract of Stock Return of Tools & Plant	0	1/11/2021
121	BPDB-IMS-FR-114	Inventory of Tools & Plant Including Vehicles,	0	1/11/2021
122	BPDB-IMS-FR-115	Vehicles Register	0	1/11/2021
123	BPDB-IMS-FR-116	Register of Losses	0	1/11/2021
124	BPDB-IMS-FR-117	Key Register	0	1/11/2021
125	BPDB-IMS-FR-118	Register of Stock Receipts issues	0	1/11/2021
126	BPDB-IMS-FR-119	Half Yearly Report of Stock Position	0	1/11/2021
127	BPDB-IMS-FR-120	Monthly Summary of Consolidated Accounts of Stores	0	1/11/2021
128	BPDB-IMS-FR-121	Register of Consolidated Accounts of Stores	0	1/11/2021
129	BPDB-IMS-FR-122	Stores Ledger - 1	0	1/11/2021
130	BPDB-IMS-FR-123	Stores Ledger - 2	0	1/11/2021
131	BPDB-IMS-FR-124	Clearance Position of The BPDB's Imported Materials Arrived at Ctg. Port	0	1/11/2021
132	BPDB-IMS-FR-125	Shipment Arrival Notice Office of the Deputy Director (C&M)	0	1/11/2021
133	BPDB-IMS-FR-126	Work Order	0	1/11/2021
134	BPDB-IMS-FR-127	Works Completion	0	1/11/2021
135	BPDB-IMS-FR-128	Clearance Statement Chittagong Khulna Port	0	1/11/2021
136	BPDB-IMS-FR-129	Report on Achievements of Objectives	0	1/11/2021
137	BPDB-IMS-FR-130	Letter for Obtaining Shipping Documents	0	1/11/2021
138	BPDB-IMS-FR-131	Deployment of Objective	0	1/11/2021
139	BPDB-IMS-FR-132	Evaluation of Chief Engineer, Generation Offices - 1	0	1/11/2021
140	BPDB-IMS-FR-133	Evaluation of Chief Engineer, Generation Offices - 2	0	1/11/2021
141	BPDB-IMS-FR-134	Evaluation of Chief Engineer, Generation Offices - 3	0	1/11/2021