

OpsPilot

Shutdown / Turnaround Planner — User Manual

Living Master Plan for Major Outages · AI Engineering Co-Pilot

⚠️ AI-GENERATED CONTENT · INDEPENDENT VERIFICATION REQUIRED
 This manual was produced with AI assistance and is only as good as the information it was given. Every statement, figure, standard reference and conclusion must be independently verified by a competent, suitably qualified person before it is relied upon. It is a draft aid to your judgement — not a finished, authoritative, or certifying document. Professional and legal responsibility for any reliance rests with you and your organisation. See the full Engineering Disclaimer at opsinnovatech.com/engineering-disclaimer.



What this guide covers — what a turnaround master plan is, how the OpsPilot module matures it from concept to closeout, what to have ready, and the document you receive.

1. What is a shutdown / turnaround master plan?

A shutdown or turnaround is a major planned outage where a plant section is taken offline for work that can't be done while running. The master plan is the controlling document — and the discipline that separates a good turnaround from an overrun is simple to state and hard to do: every scope item is traced to a real driver (no “while we're in there” creep), the contingency decisions are pre-authorised before the day, and the things that won't be traded under schedule pressure are named in advance.

OpsPilot applies recognised turnaround discipline (*Solomon, AP-Networks, IPA, EEMUA, IOGP*) and right-sizes the depth to the plan's maturity — a Concept plan gets driver and scope depth; an Execution-Ready plan gets readiness verification and contingency activation rules.

2. What the OpsPilot module does

Role	Responsibility
 AI Coach (OpsPilot)	Builds the master plan — establishing planning context first, tracing every scope item to a driver, forcing pre-authorised contingency decisions, and naming what won't be traded under pressure. It right-sizes depth to your maturity stage.
 Shutdown Manager / Turnaround Planner (you)	Provide the strategic intent, plant reality, scope thinking, resource picture and prior-event experience. You make the scoping and sequencing decisions — OpsPilot provides the framework and the challenge.

3. The maturity stages

The plan is a living document that matures through five stages — the depth of each section grows as the event approaches:

Stage	Focus
Concept	Drivers and scope — why this turnaround, and what's genuinely in it.
Detailed Planning	Sequencing, resources, durations, logistics.
Execution-Ready	Readiness verification and contingency activation rules.
Executing	Live tracking against the plan.
Closed-Out	Lessons captured for the next event.

4. What you will be asked — have this ready

- The maturity stage, planning horizon, frequency and any lessons from prior events.
- The strategic intent and the drivers behind the outage.
- Your scope thinking — and the resource picture.
- Which scope items are genuinely driven versus “nice to do while we're in there.”

5. What you receive — the output

A Shutdown / Turnaround Master Plan (Word) — a living document covering planning context, strategic drivers, driver-traced scope, sequencing and resources, contingency activation rules, readiness verification and closeout — that you carry and mature through every stage from Concept to Closed-Out.

6. Worked example (illustrative)

A boiler turnaround at Concept stage. The drivers are a statutory inspection due and known tube wear. Each scope item must trace to a driver — the statutory inspection traces cleanly; a “while we're in there, let's also do the platform handrails” item is challenged: is it driven, or creep? As the plan reaches Execution-Ready, contingency rules are pre-authorized: “if the inspection finds tube wall below X, the pre-approved decision is to retube bank Y” — so on the day, the team activates a decision already made rather than convening a meeting while the clock runs. And the non-negotiable is named up front: the statutory inspection is not traded away to claw back schedule.

7. Getting the best result

- **Trace every scope item to a driver.** Untraced scope is creep, and creep is overrun.
- **Pre-authorise contingencies.** Decide “if we find X, we do Y” before the day, not during it.
- **Name the non-negotiables.** State what won't be sacrificed to schedule pressure, in advance.
- **Let the plan mature.** Right-size the depth to the stage — don't force execution detail at Concept.

OpsPilot — AI Engineering Co-Pilot. Learn more at opsinnovatech.com