

**INSTRUCTIONS**  
**CHPRC - EPC / PRE-JOB BRIEFING ADDENDUM**  
***“Plan your work, work your plan”***

**Applicability:** Use of this EPC Pre-job addendum is optional. When using the required CHPRC Pre-Job briefing form (A-6004-952), the Construction Manager (CM), Field Work Supervisor (FWS), or Person-In-Charge (PIC) may utilize this addendum to record EPC project specific topics not listed the CHPRC Pre-job briefing form (A-6004-952.)

If this addendum is used, both forms (A-6004-952 and A-6005-614) will be used together when conducting pre-job briefings.

- CM/FWS/PIC input the work document number, job/facility location and date.
- CM/FWS/PIC mark the form next to each item discussed.
- Comment blocks – add additional topics discussed.
- Utilize the sign-in sheet from A-6004-952 when utilizing this addendum.
- If used, retain this addendum with A-6004-952 for future reference.