

## METHOD OF PROCEDURE

Date This MOP was executed (*insert date*) : \_\_\_\_/\_\_\_\_/\_\_\_\_

MOP Information	MOP Number	Author	Approver	Version	Date
	MOP-TB-001	John Doe	Mr Boss	2.1	14/03/2001
MOP Title	Move MSB-B load to MSB-A - Tie/Restore				
MOP Purpose	To close the tie breaker between MSB B and MSB A so the load on MSB B can be fed from MSP A while a PM is being performed on the feeder to MSB B.				
Prerequisites				Time	Initial
( All required approvals have been received  ( Tools, parts, and individuals ready to perform the PM  ( <i>additional pre-requisites, as needed</i> ( (				<i>Record the time at which the action has been completed</i>	<i>Initials of the person executing the action</i>

Safety	Time	Initial
( Lockout/Tag Outs must be installed on all manipulated breakers  ( Clean up and minimizing tripping hazards is required ( Proper Personal Protective Equipment must be worn ( <i>additional pre-requisites, as needed</i> (		

Special Tools or Parts Required	Time	Initial
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# Sample Method Of Procedure Document

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