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| Traveler Title | Tophats (Single) |
| Traveler Abstract | This traveler covers incoming inspection of the Tophats (Single) |
| Traveler ID | P1-CMA-THTS-INSP |
| Traveler Revision  | R1 |
| Traveler Author | John Fischer |
| Traveler Date | 06-Aug-2020 |
| NCR Informative Emails | edaly,macha,areilly |
| NCR Dispositioners | fischer |
| D3 Emails | edaly,macha,areilly,fischer |
| Approval Names | J. Fischer | K. Macha | A. Reilly |  |
| Approval Signatures |  |  |  |  |
| Approval Dates |  |  |  |  |
| Approval Title | Author | Reviewer | Project Manager |  |

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| References | List and Hyperlink all documents related to this traveler. This includes, but is not limited to: safety (THAs, SOPs, etc), drawings, procedures, and facility related documents. |
| [115800-1015](https://jlabdoc.jlab.org/docushare/dsweb/Get/Document-80751/115800-1015.pdf) | [115800-1017](https://jlabdoc.jlab.org/docushare/dsweb/Get/Document-80753/115800-1017.pdf) | [11141-S-0033](https://jlabdoc.jlab.org/docushare/dsweb/Get/Document-40108/11141-S-0033.pdf) |  |  |
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| Revision Note |  |
| R1 | Initial release of this Traveler. |

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| Step No. | Instructions | Data Input |
| 1 | **Note**: Handle these components with care. In particular, make sure that the outside surface of the backplate and the flange are protected from handling damage. Enter technician name:Enter date:Enter serial number of the tophat being inspected: | [[InspectionTech]] <<SRF>>[[InspectionDate]] <<TIMESTAMP>>[[THTSSN]] <<THTSSN>> |
| 2 | Inspect shipping container for signs of damage. If the container is damaged:1. Describe damage in comment field.
2. Take a picture of the damage and attach file(s).
 | [[ContainerTech]] <<SRF>>[[ContainerDate]] <<TIMESTAMP>>[[ContainerGoodCondition]] <<YESNO>>[[ContainerFiles]] <<FILEUPLOAD>>[[ContainerComment]] <<COMMENT>> |
| 3 | Scan and upload all documentation that arrives with the tophats. (**Note**: if there is no time to scan and upload documents, it is also acceptable to keep paper copies in a file for future scanning and uploading.) | [[DocumentTech]] <<SRF>>[[DocumentDate]] <<TIMESTAMP>>[[DocumentFile]] <<FILEUPLOAD>>[[DocumentComment]] <<COMMENT>> |
| 4 | Please verify that the count and part numbers of included hardware matches the Bill of Materials | [[BOMTech]] <<SRF>>[[BOMDate]] <<TIMESTAMP>>[[BOM\_OK]] <<YESNO>>[[BOMComment]] <<COMMENT>> |

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| Step No. | Instructions | Data Input |
| 5 | Visual inspection: verify that there is no obvious damage to parts (such as gouges or dents) . Be sure to check knife edges on the miniconflats. | [[VisualTech]] <<SRF>>[[VisualDate]] <<TIMESTAMP>>[[VisualOK]] <<YESNO>>[[VisualComment]] <<COMMENT>> |
| 6 | As this is a pressure part, welds should be inspected by a JLab weld inspector. | [[WeldTech]] <<SRF>>[[WeldDate]] <<TIMESTAMP>>[[WeldOK]] <<YESNO>>[[WeldComment]] <<COMMENT>> |
| 7 | Verify the dimensions shown below. (Note that some dimensions are different for the single and double tophats.) | [[DimensionalTech]] <<SRF>>[[DimensionalDate]] <<TIMESTAMP>> |
| **Dimension** | **Nominal** | **Tolerance** |  |
| Surface finish on outside of backplate | 32 |  | [[SurfaceFinishBPOk]] <<YESNO>> |
| Surface finish on non-chamfered side of loose flange | 32 |  | [[SurfaceFinishFlgOk]] <<YESNO>> |
| ID of flange | 14.750  | 0.005 | [[FlangeID]] <<YESNO>> |
| OD of tube at flange location | 14.740 | 0.005 | [[TubeOD]] <<YESNO>> |
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| 8 | Verify that the bolt holes in the back plate are within tolerance on diameter and location as shown on [115800-1017](https://jlabdoc.jlab.org/docushare/dsweb/Get/Document-80753/115800-1017.pdf), the single tophat backplate drawing. | [[BoltHoleTech]] <<SRF>>[[BoltHoleDate]] <<TIMESTAMP>>[[BoltHolesOK]] <<YESNO>>[[BoltHoleComment]] <<COMMENT>>[[BoltHoleFiles]] <<FILEUPLOAD>> |
| 9 | Perform a leak check according to [11141-S-0033](https://jlabdoc.jlab.org/docushare/dsweb/Get/Document-40108/11141-S-0033.pdf) on the welded parts. | [[LeakCheckTech]] <<SRF>>[[LeakCheckDate]] <<TIMESTAMP>>[[LeakCheckPassed]] <<YESNO>>[[LeakCheckComment]] <<COMMENT>>[[LeakCheckFiles]] <<FILEUPLOAD>> |
| 10 | Repackage items securely (including hardware) and store in designated location. | [[RepackageTech]] <<SRF>>[[RepackageDate]] <<TIMESTAMP>>[[RepackageComment]] <<COMMENT>> |