

Annex E - ECP Maintenance and Exercise plan

Maintenance Activities

- 1 Determine which of the maintenance processes you will employ to audit and review your plans, refer to the Framework paragraph 5.2. Enter your selection in Column A.
- 2 Briefly define the maintenance activity objectives. Enter the recommendations in Column B.
- 3 Determine who will participate, department/branch/team. Enter the department / branch in Column C
- 4 Assign responsibility for leading the activity. Enter the persons name and position in Column D.
- 5 Determine the best date/s to conduct these activities, refer to Framework paragraph 5.2. Enter the recommended dates in Column E.

Exercise / Test Activities

- 1 Briefly define the exercise objectives. (refer to Framework paragraph 5.7) Enter the recommendations in Column B.
- 2 Determine who will participate. Enter the department / branch / team in Column C
- 3 Determine which of the exercise types you will employ. Refer to Framework paragraph 5.9 and 5.10. Enter your selection in Column A.
- 4 Assign responsibility for leading the activity. Enter the persons name and position in Column D.
- 5 Determine the best date/s to conduct these activities, refer to Framework paragraph 5.2. Enter the recommended dates in Column E.

Activity (A)	Objective (B)	Participants (C)	Leader (D)	Date (E)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				