HEMORA ENERGY

Sample

Closeout package

Damper arm inspection and re-spacing campaign on a single-axis tracker site

Site	Utility-scale solar, Alberta. Name withheld.
Campaign scope	921 trackers, one damper arm procedure per tracker
This extract	The first 99 units, worked over three field days
Prepared by	Hemora Energy, Calgary, Alberta
About this sample	An anonymised extract of real campaign records. Site, owner, people, part numbers, coordinates and dates are removed. The counts are real.

Summary

98 / 99 units closed, all four steps signed off	**75** found below the minimum gap, all corrected	**3** exceptions logged, 1 unit left open	**31** before and after photos on file

The crew worked each tracker through four steps: initial inspection, spacing measurement, final fastening and completion QC. Every step is a record against that unit, published from the field the same day.

Of the 98 units measured, 75 had a damper arm below the required minimum gap as found. All 98 were left at the specified spacing, with hardware torqued and torque-marked. One unit was left open because its existing fastener was stripped, and it stays open until the fix is approved.

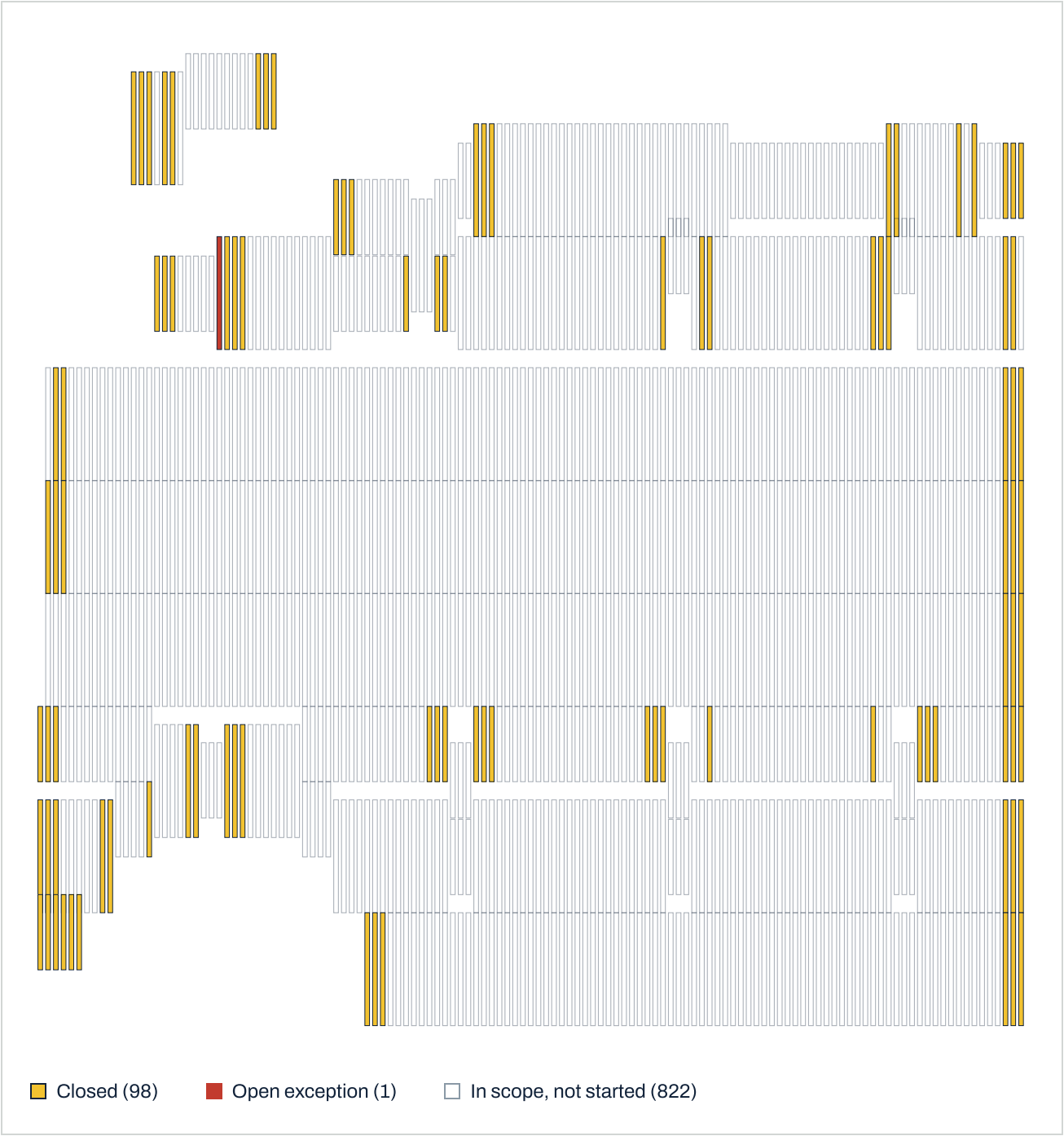
Progress by field day

Field day	Started	Closed	Open	Notes
Day 1	46	46	0	No exceptions
Day 2	23	23	0	No exceptions
Day 3	30	29	1	Three stripped fasteners found and logged
Extract total	**99**	**98**	**1**	822 units in scope not yet started

What is in this package

Unit map	Every tracker in scope, coloured by status
Results by check	Counts for each check in the four-step procedure
Exceptions log	What was found, where, and its status
Unit record	One unit's full record, as an example of all 99
Data files	Per-unit spreadsheet and photo export, delivered with the PDF

Unit map



Each bar is one tracker with its own record. The layout is drawn from the site's tracker positions, mirrored, with no coordinates or scale.

Results by check

Step	Check	Units	Pass	Fail
1. Initial inspection	Damper arm located and its spacing condition checked against the engineering chart As-found check: a fail records the condition found, not the condition left.	99	76	23
	Existing self-drilling screw removed from the damper arm Screw stripped inside the torque tube. Logged as an exception.	99	98	1
	Clamp bolts and flange nuts loosened only enough to reposition the arm	99	99	0
	Reference line scribed on the row tube at the outside edge of the damper	99	99	0
2. Spacing measurement	Calculated spacing meets or exceeds the minimum gap from the temperature chart As-found check. Required minimum gap from the chart: 1.00 in on all 98 units.	98	23	75
	Damper arm at the specified spacing after repositioning	98	98	0
3. Final fastening	Flange nuts retorqued one at a time and fastened down	98	98	0
	All clamp hardware torqued within the specified range	98	98	0
	Torque marks applied to all clamp hardware	98	98	0
	Self-drilling screw installed in the damper arm	98	98	0
	Final corrected-position reference line scribed on the row tube	98	98	0
4. Completion QC	Used material, packaging and removed hardware taken off site	98	98	0

Recorded with the checks

Damper position	Outboard side of post on 91 units, inboard on 7
Photos	15 before and 16 after, with the measurement in frame, across 15 units
Record timing	Every record published from the field on the day the unit was worked

Exceptions log

Unit	Found	Action	Status
R08-T082	Day 3. Existing self-drilling screw stripped inside the torque tube during removal.	Work stopped at step 1. Unit not signed off.	Open
Unit not yet started	Day 3. Stripped self-drilling screw found on another tracker in scope.	Logged against the unit before work reaches it.	Open
Unit not yet started	Day 3. Stripped self-drilling screw found on another tracker in scope.	Logged against the unit before work reaches it.	Open

> An exception stays open until you approve the fix. The crew does not sign off a unit it could not finish to the procedure.

Unit record: R13-T065

Step	Recorded	Result
1. Initial inspection	Day 1, 11:14. Four checks.	4 of 4 pass
2. Spacing measurement	Damper outboard of post. Minimum gap from chart 1.00 in. Spacing below minimum as found.	Repositioned to the specified spacing
3. Final fastening	Day 1, 11:14. Five checks, including torque and torque marks.	5 of 5 pass
4. Completion QC	Day 1, 11:14. Site left clean.	Closed

Each of the 99 units has a record like this one. The spreadsheet export lists them all, one row per unit and step.

Method and sign-off

How the records were captured

The crew logged each tracker on site in Hemora's field software, step by step, against that tracker's position on the site plan. Records publish from the field, with or without signal, and you can see them as the campaign runs.

How the counts were made

Unit of count	One tracker, with one four-step procedure
Closed	All four steps have a published record
Open	At least one step published, and at least one step missing
Pass and fail	Taken from the latest published record for each unit and step
Field days	Counted from the date each record was published

What a full package adds

Parts reconciliation	Parts issued, installed, returned and tagged for RMA
Training sign-offs	Lead signed off by your trainer, crew signed off by the lead
Crew-hours and safety	Hours by day, stop-work events and safety observations
Open items	Units not started and exceptions awaiting approval

Crew lead, Hemora Energy

Client representative

> This sample shows the format of a Hemora closeout package using an anonymised extract of real campaign records. It is not a record of work for any named site.