

Management of Change

The **OSSuite™ Management of Change (MOC) Module** is a facility and technology change solution (i.e. Spares Holding, Regulatory, Occupancy Criteria, Corrosivity, Inspection Interval, Vendors, Equipment, Procedures, Process, and Software). MOC is integrated with numerous modules including Process Risk Management, Pre-Startup Safety Review, Incident Management, Procedure Management, RBI, RCM, Integrity Operating Windows, Inspection (Fitness for Service), Audit Management, Alarm Management, Work Management, Training, and Quality Assurance. It covers temporary, permanent and emergency changes.

The **OSSuite™ Organizational Change Module** is separate from the MOC module. OSSuite™ covers the entire MOC gamut for personnel, facility and technology change.

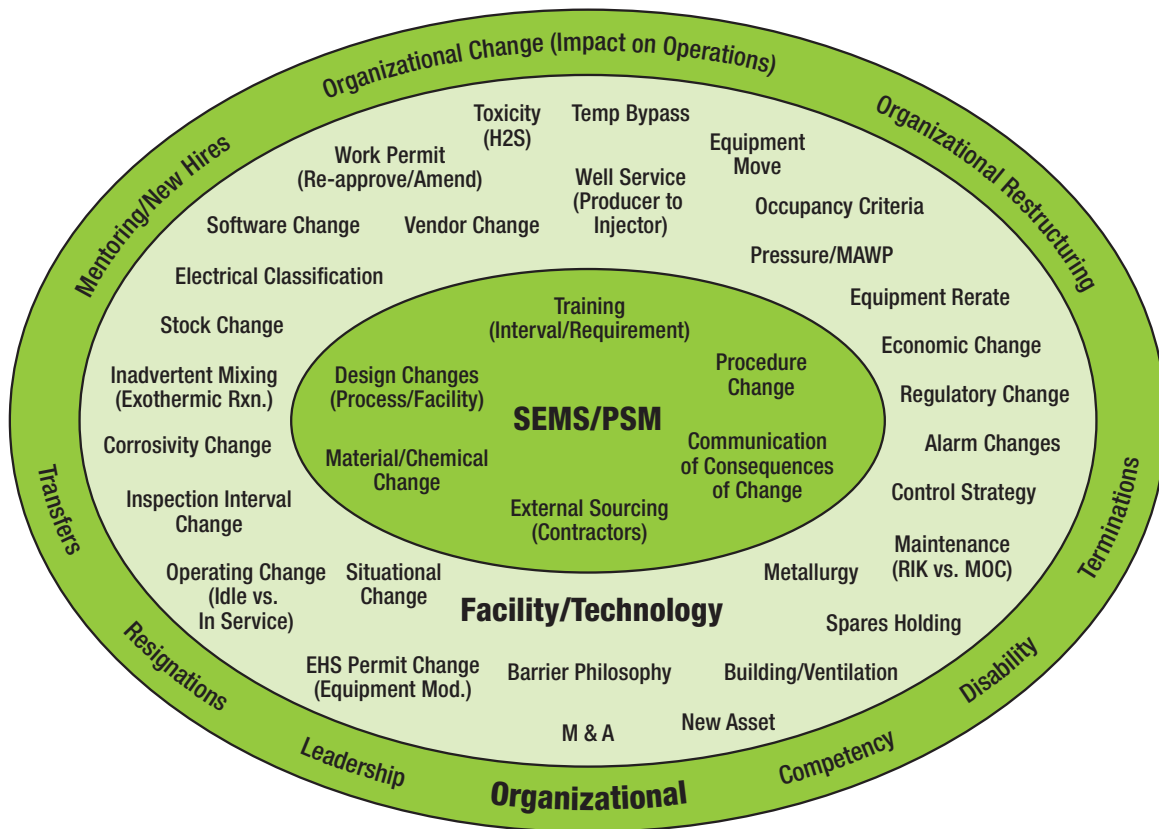


Figure 1 – Change “Field of Play” covered by OSSuite™

In addition, users of MOC can integrate in their preferred risk assessment methodology from our Process Risk module and their desired Pre-Startup Safety Review templates via our PSSR module (i.e. short forms, long forms). The PSSR module is both integrated with MOC and a standalone module for ad hoc maintenance. The flexible architecture allows for customized workflow configuration (via User Interface) to incorporate functions such as economic shelving and reactive chemistry reviews. In the event that an MOC is recognized to really be a replacement-in-kind, the system automatically closes out the MOC and repopulates the base information into the CAPA module. Rules can be implemented to ensure that temporary changes don't become a bypass mechanism and post deployment PSSR

items such as P&ID updates don't languish too long and become a contributing factor to incidents. Pre-hazard assessment questions can be designed to determine if a risk assessment is required and which level of assessment is most appropriate. Action items can be created for pre- and post-approval to add additional rigor to MOCs. The e-mail notifications can be setup to send advance, due, and overdue notifications at the task level to any stakeholders with configurable e-mail information with different schedule.

If required during an MOC, a PSSR can be initiated while including equipment involved, supporting documentation, PSSR team members, pre- and post-commissioning checklists (short, long or specific to a discipline), startup authorization including approvers, along with closure.

Alarm setpoints changes (MOCs) can be automatically logged from Alarm Management and integrated into Change Management. Details include alarm tags, alarms types, alarm priorities, priority determination, and setpoint determinations.

For more information email us at info@os-orm.com or call (713) 355-2900.