Operational Sustainability, LLC®

Task/Compliance Management

Task/Compliance Management (TCM) with OESuite™ is designed to manage tasks and compliance activities. Users can create tasks on a one-time, recurring, or rolling recurring basis by the responsible person or team. Tasks can be data or event driven. These tasks can be aggregated to a calendar view making it easier for the users to quickly see details and then close them out. The calendar view can also forecast the recurring tasks into the future for planning purposes.

The tasks can be categorized to track different information. The flexible forms can be configured to store different sets of information according to your needs. For example, audit tasks can be associated to the **Audit Module** where the user can access the audit records and schedule directly from the TCM. These configurations can be done via the user interface.

TCM is integrated with our **Performance Management Module** to track data collected from the field such as pH readings, opacity for flue gas, etc. The system can also be setup to track the verification of task completion. The manager/supervisor can see all of the completion details including status, comments, follow-up, any recurrences, and status of each recurrence in a single view. Configurable email notifications can be setup to send advance, due, and overdue notifications at the task level to any stakeholders, based on a desired schedule.

This solution can track any regulatory information such as permit information, citations from different regulatory agencies, or even corporate policies. This information can be associated to individual tasks. The module offers a means to track all time-dependent 'tasks' from any source including Maintenance, Reliability Centered Maintenance, and EHS compliance tasks. OESuite is integrated with content providers such as BNA and ENHESA. In addition, users can defend the basis of their compliance decision by applying regulatory applicability such as OSHA, Title V citations, and Process Safety citations.

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

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