

SOLV/EDC & CMP PLANT NOTIFICATION OF PROCESS CHANGE CHECKLIST

Type: ☐ LEVEL 1 (minor) ☐ LEVEL 2 (moderate) ☒ LEVEL 3 (major)

Originator: Richard Ralke

Date of Origination: 4-17-97

Plant: Solvents/EDC

Actual Date of Change: _____

Area: Throx

Equipment: MODICON/CONT6

Permanent ☒ Yes Temporary ☐ Yes From: _____ To: _____

Description and Location of Change (Scope): Change the liquid feed trip from >100 ppm haw avg CO to >100 ppm instantaneous CO for 1.5 minutes on the Throx

Technical Basis for Change: This will insure that liquid feds will not be fed to R-750 when the CO hwy avg is >100ppm. Even though the TDC scale reads only to 200ppm. The required scale is 0-3000 ppm. At max scale, a 2 minute spike would give a >100 ppm reading.

Type of Change:

☐ Alarm
☒ Shutdown Point
☐ Instrument

☒ Process Computer Control
☐ Addition/Removal of Equip.
☐ Piping Modification

☐ Equip./Material Modification
☐ Chemical
☐ Job Procedure No.

☐ Process Set Point Change
☐ Piping Spec.
☐ Other: _____

Pre-modification Checklist:

Applicable		Follow-up	Signature	Date
☐ Applicable	Written job scope and sketch of proposed change; POD#	☐ Yes	_____	_____
☐ Applicable	Project economics; attached.	☐ Yes	_____	_____
☐ Applicable	Consult piping and equipment specifications; Spec. #	☐ Yes	_____	_____
☐ Applicable	Comply with Engineering Practices.	☐ Yes	_____	_____
☐ Applicable	Consult Technology Center or comply with Tech. Ctr. guidelines.	☐ Yes	_____	_____
☐ Applicable	Equipment access/congestion considered.	☐ Yes	_____	_____
☒ Applicable	Consult Environmental function	☐ Yes	<u>Y. W. H. H. H.</u>	<u>4-17-97</u>
☐ Applicable	Environmental project checklist complete.	☐ Yes	_____	_____
☐ Applicable	Chemicals listed in the (TSCA) inventory before use.	☐ Yes	_____	_____
☐ Applicable	Perform Reactive Chemicals testing or review.	☐ Yes	_____	_____
☐ Applicable	Consult Safety function for compliance with S&LP and Block requirements	☐ Yes	_____	_____
☐ Applicable	Consult Process Safety for impact on PHA(F&EI, CEI, & Fire protection).	☐ Yes	_____	_____
☐ Applicable	State Fire Marshall notified.	☐ Yes	_____	_____
☐ Applicable	Consult Industrial Hygiene function	☐ Yes	_____	_____
☐ Applicable	Consult maintenance/Reliability Eng.	☐ Yes	_____	_____
☐ Applicable	Consult Instrument function.	☐ Yes	_____	_____
☐ Applicable	Consult Electrical function.	☐ Yes	_____	_____
☒ Applicable	Consult Analyzer function.	☒ Yes	<u>Tom H. H. H.</u>	<u>4-21-97</u>
☒ Applicable	Consult/Inform Computer/Programming Support.	☐ Yes	<u>Y. W. H. H. H.</u>	<u>4-17-97</u>
☒ Applicable	Consult Area Engineer.	☐ Yes	<u>R. R. R. R.</u>	<u>4-17-97</u>
☒ Applicable	Consult Operations.	☒ Yes	<u>Russell D. D. D.</u>	<u>4-17-97</u>
☒ Applicable	Consult Area Technologist	☒ Yes	<u>J. R. R. R.</u>	<u>4-17-97</u>
☐ Applicable	Consult Inventory Management	☐ Yes	_____	_____
☐ Applicable	Consult Process Engineering.	☐ Yes	_____	_____
☐ Applicable	Evaluate and modify relief system.	☐ Yes	_____	_____
☐ Applicable	Work Order written. (List them)	☐ Yes	_____	_____
☐ Applicable	Consult Construction/Small Projects	☐ Yes	_____	_____
☐ Applicable	Consult Site Logistics	☐ Yes	_____	_____
☐ Applicable	Consult Quality (Customer Notification ?)	☐ Yes	_____	_____
☐ Applicable	Other (Name them) _____	☐ Yes	_____	_____

APPROVALS:

Originator:

Richard Rolke

Date: 4-17-97

First Reviewer:

Russell Brown

Date: 4-17-97

Preliminary Reviewer(Lvl 2 & 3):

[Signature]

Date: 5/16/97

Post-modification Checklist: (BEFORE START-UP)

Applicable		Follow-up	Signature	Date
☐ Applicable	Perform prestart-up audit: major equipment addition/mod. Lvl 3; attach.	☐ Yes		
☐ Applicable	PSM files updated(such as piping circuits).	☐ Yes		
☐ Applicable	Project list updated.	☐ Yes		
☐ Applicable	Documented in Operating Discipline Library	☐ Yes		
☒ Applicable	Completed Job Procedures reviewed by:	☐ Yes		
	Operations _____ Safety _____ Envir. _____	☐ Yes		
	Emergency Procedures	☐ Yes		
	Training Aids (IPT, etc.)	☐ Yes		
	Controlled copies of Critical Oper. Procedures updated	☐ Yes		
	Safety/Environmental (cleaning, vessel entry, red tag)	☐ Yes		
	Update plant Roundsheets, forms	☐ Yes		
☐ Applicable	Plant equipment files updated.	☐ Yes		
☐ Applicable	P&ID's, process flow sheets, and plot plans updated.	☐ Yes		
☒ Applicable	Personnel trained on the change. Method: <u>moc Bk</u>	☐ Yes	<u>R Rolke</u>	<u>5-5-97</u>
☐ Applicable	Critical instrument checklist updated.	☐ Yes		
☐ Applicable	Updated HAZCOM Manual & equip. List.	☐ Yes		
☐ Applicable	Pressure vessels, PVRV's, & PRD registered.	☐ Yes		
☐ Applicable	Instrument loops checked and documented.	☐ Yes		
☐ Applicable	Field switches, equipment, & MCC starters checked & labeled.	☐ Yes		
☐ Applicable	Log sheets/controlled forms updated.	☐ Yes		
☐ Applicable	GPI flow diagram & history/EDAS updated.	☐ Yes		
☐ Applicable	GEMTS, PPM, & MSMS updated.	☐ Yes		
☐ Applicable	Mod V program change checklist completed.	☐ Yes		
☐ Applicable	Equipment RTO Checklist completed.	☐ Yes		
☐ Applicable	Follow-up action plan completed prior to Final Approval(attached).	☐ Yes		

APPROVAL:

Final Approver:

[Signature]

Date: 5/16/97

Methanes MOC Training Signoff Sheet

MOC TITLE: R-250 Copper Liquid Fd Trip

DATE: 4-21-97

Mark the box next to the appropriate individual that the communication/training is intended to reach.

Engineering Staff	Master #	Signature	Date
☐ Taylor, D.	434501		
☐ Haney, J.	091506	<i>J. Haney</i>	4/23/97
☐ Kelley, K.	239424		
☐ Storm, C.	249497		
☐ Hunt, L.C.	088600		
☐ Rolke, R.W.	097946		
☒ Stallcup, J.S.	240558	N/A	
☐ White, W.S.	434499		
☐ Young, Barry.	433620		

SOS	Master #	Signature	Date
☐ Breaux, R.	433793	<i>R. Breaux</i>	4/21/97
☐ Beiler, B.	281334	<i>B. Beiler</i>	4/21/97
☐ Bickham, C.J.	432411	<i>C. Bickham</i>	4/21/97
☐ Cook, F.	431977	<i>F. Cook</i>	4-22-97
☐ Cavalier, N.	241889	<i>N. Cavalier</i>	4-22-97
☐ Grant, W.C.	432637	<i>W.C. Grant</i>	4-22-97
☐ Gravouilla, D.C.	434255	<i>D. Gravouilla</i>	4-22-97
☐ Jackson, R.	433457	<i>R. Jackson</i>	4-21-97
☐ Metrejean, D.J.	241773	<i>D. Metrejean</i>	5/2/97
☐ Harrison, D.	096480	<i>D. Harrison</i>	4/22

Day Personnel	Master #	Signature	Date
☐ Michel, A.	432203		
☒ Cook, J.	433658	<i>J. Cook</i>	
☒ Dugas, D.	432407	<i>D. Dugas</i>	4/28/97
☒ Brown, M.S.	433928	<i>M. Brown</i>	4-17-97
☐ Rizzo, G.	432580		
☐ Johnson, J.	432541		
☐ Donatto, B.	434031		
☐ Carrier, B.P.	085908		
☐ Witt, J.	241996		
☐ Vavasseur, T.	434160		
☐ Landry, C.P.	434292		

OS	Master #	Signature	Date
☐ Bishop, C.E.	432026	<i>C. Bishop</i>	4/23
☐ Bourg, J.	094487	<i>J. Bourg</i>	5/19
☐ Davis, C.	433015	<i>C. Davis</i>	4/22
☐ Ekey, J.	202669	<i>J. Ekey</i>	4/22
☐ Jack, O.J.	094373	<i>O.J. Jack</i>	4-23
☐ Looney, R.	276854	<i>R. Looney</i>	4-22-97
☐ Wolfe, D.	246186	<i>D. Wolfe</i>	4-22-97
☐ Millender, R.	432751	<i>R. Millender</i>	5/1/97

Site Logistics	Master #	Signature	Date
☐ Clebert, J.	432385		
☐ Mathis, J.	432997		
☐ Simonson, F.	432477		
☐ Armond, N.L.	098664		
☐ Doucet, K.	432056		