

CHECKLIST (ATTACHMENT 1)
NOTIFICATION OF PROCESS CHANGE CHECKLIST

Record Number **460547**

Type Change Major ☐ Moderate ☒ Minor ☐

Originator: Tim Adams Date of Origination: 8/6/96

Proposed Date of Change 10/1/96 Area: Environmental - Followup Required: ☒ Yes ☐ No

Permanent ☒ Temporary ☐ From Stormwater System To Temp MOC Returned to Original Status: ☐ Yes ☐ No

Description and Location of Change Repair the drainage ditch which runs south and east of T-1500.

Technical Basis for Change: Improve the support capabilities of the drainage ditch to reduce safety hazards.

Impact on:
Type of Change: ☒ Safety ☐ Loss Prevention ☐ Environment ☐ Health
☐ Alarm ☐ Addition or Removal of Equipment ☐ Job Procedure
☐ Instrument ☐ Equipment/Material Modification ☐ Chemical
☐ Shutdown Point ☐ Piping Modification ☐ Other
☐ Process Computer Control

Pre-Modification Checklist:

Applicable	N/A	Initials	
.....	☒		Consult piping and equipment specifications.
.....	☒		Perform Reactive Chemicals testing. 8/6/96 In-Progress?
.....	☒		Add materials involved to Toxic Substance Control Act (TSCA) inventory.
.....	☒		Calculate impact on F&EI and CEI
☒		JA	Comply with Engineering Practices. - John Hugganish (John Folks - see cover sheet of P&ID)
☒	☒		Comply with Technology Center guidelines.
☒		CS	Comply with Dow LAD Environmental Project Checklist. Greg Schilling completed per 10/1/96
☒		JA	Comply with Safety and Loss Prevention requirements. 6/28/96 12/24/96
☒			Consult maintenance. (Name) Dale Crochet
.....	☒		Consult instrument and electrical technician. (Name)
.....	☒		Consult parts technician. (Name)
.....	☒		Evaluate and modify relief system. (Name)
.....	☒		Contact Industrial Hygiene. (Name)
☒			Contact Process Engineering. (Name) Johnny Folks
.....	☒		Complete required reviews. (Name them)
.....	☒		Consult Computer programming support (Name)
☒		JA	Consult Operations (Name) James Cook
☒		MS	Contact Environmental (Name) Mike Brown
☒		TA	Champs work order (List) 76229200
.....	☒		Review Training Needs With Operations Supervisors or Technologist (Name)
.....	☒		Consult With Quality Person to determine if product MOC Required (Name)
.....			Other

Approvals:

Signature	Date	Signature	Date	Signature	Date
Originator <u>Tim Adams</u>	<u>8/6/96</u>	First Reviewer <u>John Kelly</u>	<u>8/7/96</u>	Final Reviewer <u>W. Schilling</u>	<u>12/26/96</u>

Post-Modification Checklist: (Before startup)

☒	☒		Perform pre-startup audit. <u>Not needed</u>	App	Na	Init
.....	☒		Complete or update training program.		☒	
.....	☒		Job procedures written and approved.		☒	
.....	☒		P&ID's, process flow sheets and plot plans updated.		☒	
☒	☒		Personnel trained on the change. <u>Training Documentation Attached</u>	☐ Yes ☐ No ☒ Na		
.....	☒		Critical instrument checklist updated.			
.....	☒		MOD check sheet completed, computer code and documentation changed.			
.....	☒		Complete and Update Plant Files and equipment files			

Final Approval: [Signature] Date 4/15/96

DO A 026285
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CONSTRUCTION ISSUE DISTRIBUTION

JOB TITLE CMP DITCH REPAIRS DATE ISSUED 11-07-96
PLANT METHANES COST CENTER 94 W. O. DIST NO. 76229201-02
PROJECT NO. 960617 ADDENDUM NEW

DISTRIBUTION LIST:		B SIZE 11X17:	BUILDING:	PHONE NO:
SUB TITLE	:			
PROJECT ENGR.	:JOHNNY FOLKS	1	3301E	8922
CIVIL ENGR.	:JOHN HAGMANN	1	3301E	8027
DESIGNER	:BEN ATWOOD	1	3301E	6793
MFG. REP.	:KEVIN KELLY	1	4601	8590
CONST. REP.	:DALE CROCHET	3	4601	6130

DRAWINGS, SPECIFICATIONS, COMMENTS, ETC.:

DRAWINGS:

P2-2033-M36-001
P2-2034-M36-001 REV. A
P2-2038-M36-001 REV. A
B2-8052-M36-001
XB2-4900-M36-001 REV. G
XB2-5600-M36-001 REV. B
XB2-8003-M36-001 REV. B
XB2-8036-M36-001 REV. B
XB2-8038-M36-001 REV. C

CONNIE MONTERO
ENGINEERING RECORDS

NOV 07 1996

SPECIFICATIONS:

G2S-3001-01 CONCRETE
G2S-2200-01 GENERAL EARTHWORK

COMMENTS:

CONSTRUCTION REPRESENTATIVE SHALL COORDINATE ORDER FOR ALL
MATERIALS REQUIRED FOR INSTALLATION OF THIS JOB. ENGINEERING
HAS NOT ORDERED ANY MATERIALS.

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Kelley, Kevin

From: Schultz, Greg
Sent: Thursday, January 02, 1997 8:28 AM
To: Kelley, Kevin
Subject: RE: MOC/Excavation procedure

Sounds good, Kevin. OK. Greg

From: Kelley, Kevin
Sent: Thursday, December 26, 1996 10:39 AM
To: Schultz, Greg
Subject: MOC/Excavation procedure

Greg-

I got your verbal OK on the ditch repair job. The dirt, after second review, really has no detectable organics. The .250 PPM is the sum of all of the lower detectable limits of the compounds they were looking for. The waste type number is the one we've been using for the disposal of all of the hydro foundation work excess dirt and will work.

I need to have a piece of paper with your ok. If you could RE me with the official ok for this job, I'd appreciate it. I'll be able to staple it to my MOC then.

I know you're out until the 2nd. The verbal is OK until then.

Thanks,
Kevin