

SOLV/EDC & CMP PLANT NOTIFICATION OF PROCESS CHANGE CHECKLIST

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

Originator: Jim Haney Date of Origination: 06/19/97 Plant: Methanes

Actual Date of Change: 6/20/97 Area: Hydro Equipment: E-211

Permanent ☐ Yes Temporary ☒ Yes From: 6/20/97 To: 7/1/97

Description and Location of Change (Scope): Hook up temporary 480 V power supply (drop located next to R-750). This will be used to power the freon pump-out unit for the E-211 3-way valve replacement.

Technical Basis for Change: Use of the temporary power supply will eliminate the need for a portable generator.

Impact on: ☐ Safety ☐ Loss Prevention ☐ Environment ☐ Health ☐ Quality ☐ Production ☒ Other: _____

Type of Change:

☐ Alarm ☐ Process Computer Control ☐ Equip./Material Modification ☐ Process Set Point Change
☐ Shutdown Point ☐ Addition/Removal of Equip. ☐ Chemical ☐ Piping Spec.
☐ Instrument ☐ Piping Modification ☐ Job Procedure No. ☒ Other: Temporary Pwr

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	_____	_____
☐ 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	<u>J. Butler</u>	<u>6/20/97</u>
☐ Applicable	Consult Analyzer function.	☐ Yes	_____	_____
☐ Applicable	Consult/Inform Computer/Programming Support.	☐ Yes	_____	_____
☐ Applicable	Consult Area Engineer.	☐ Yes	_____	_____
☐ Applicable	Consult Operations.	☐ Yes	_____	_____
☐ Applicable	Consult Area Technologist	☐ Yes	_____	_____
☐ 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:

First Reviewer:

Preliminary Reviewer(Lvl 2 & 3):

Date: 6/20/97

Date: 6/20/97

Date: 6/20/97

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		
	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:	☐ Yes		
☐ 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	S. Barlow	6/20/97
☐ 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:

Date: 6/20/97

* Freon pump out unit must not draw more than 60 AMPS, Request that electrical folks called to check out unit when it arrives. Unit should not be run until that time

S. Barlow