



Management of Change

Keep Track of All Changes in Your Plant Using a Single Tool.

If not smartly managed, change will always make your plant more vulnerable to risk, compliance issues and hazardous events. However, avoiding change will lead to stagnation, loss in efficiency and revenue. Leveraging the right means to handle MoC is the first step in mitigating risk, without sacrificing efficiency.

TENFORCE provides comprehensive capabilities to help you manage changes in processes, equipment, and documents. The system breaks down silos, enabling teams to effectively coordinate MoC requests, streamlining the change management lifecycle, including change request initiation, verification and closure. Graphical dashboards and reports provide real-time visibility into the MoC process, enabling you to proactively identify and address gaps, risks and issues.

If you are struggling with:

- Managing and controlling changes in procedures, equipment and product design;
- Error-prone ad-hoc, manual approach to change management
- Uncertainty over satisfactory EHS compliance during audits;
- Having the overview over the complexity of all requested and ongoing changes;
- Equipment that is not up to the task, causing failures.

Status	Nr	Title	Change Type
Created	175458	Install a Sump Pump Inside T-25-1 Dike-wall	Process Control Changes: Saf
	277119	Dimers Recovery Project	Chemical Changes: New Proje
	326411	LABDI-8014_R&D Retain Samples	Documents - new / changes: L
	362322	Outfall Purification	Chemical Changes: New Proje
	392376	Storm Water Management	Chemical Changes: New Proje
Department Review In Progress	416953	Chemical Approval IGC Mixed Aromatic Blendstock	Chemical Changes: Chemical /
Ready For Final Approval	181091	Conversion of MOC 47866 to PM Ops	Low Impact Changes: Low Imp
Ready For Acknowledgement	111022	Install check valves on inlet of T-35-1 & T-35-2	Equipment Changes: Valve anc
	187390	T-40-3 vent valve change	Low Impact Changes: Low Imp

Streamline MoC to Better Manage Complex Workflows

Gain visibility over all change requests throughout your plant and achieve consistency following standard steps, designed to fit your workflows. Leverage a single system to manage and track changes across the enterprise. Make data available to the whole company at any time.

Question	Response	Proposed Action
Does a training acknowledgement need to be sent to any departments?	No	
Do operational procedures need to be developed or updated?	No	No comment...
Are there any access issues with new or relocated equipment, valves and instruments?	Yes	Yes, valve access restr
Is there training required? (Hands On, IPT - In Plant Training, Communications, On The Job, etc)	Yes	
Do clearing and cleaning procedures need to be developed or updated?	No	
Are there any potential cross-contamination issues that need to be addressed?	No	

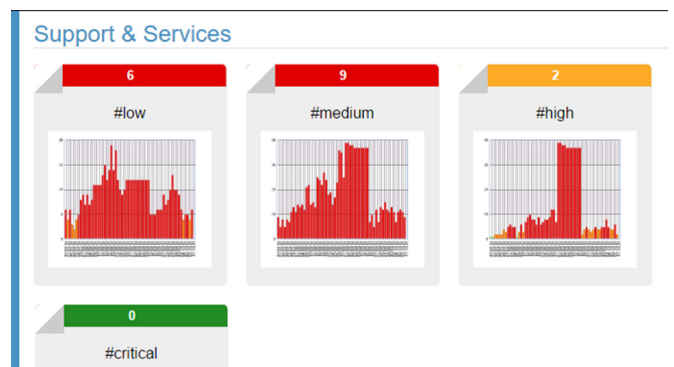
Eliminate Overlooked Steps with Integrated Checklists and Approvals

Make sure all steps are followed with configurable checklists. Enable real-time MoC follow-up through automated task management. Strengthen cross-functional collaboration by sharing documentation, training materials and lessons learned.

When	Who	What	From
30/06/2011 at 15:10:35	Bruno Pauwels	Link Child	
30/06/2011 at 15:00:25	Bruno Pauwels	Status	Approved by Prod Mgr
30/06/2011 at 14:59:39	Bruno Pauwels	Link Child	
30/06/2011 at 14:58:40	Bruno Pauwels	Link Child	
30/06/2011 at 14:57:19	Bruno Pauwels	Status	Not started
30/06/2011 at 14:55:08	System Administr...	Cause of injury	Tried to prevent accident
30/06/2011 at 14:54:46	System Administr...	Injured body parts	
30/06/2011 at 14:54:31	System Administr...	Remark	Repare lift
30/06/2011 at 14:54:15	System Administr...	Damage in euro	
30/06/2011 at 14:54:12	System Administr...	Impact on produc...	No impact
30/06/2011 at 14:52:42	System Administr...	Medical Care	False

Create a Clean Audit Trail, Simplify Compliance

Increase accountability with automated real-time notifications and approvals. Efficient tracking at each stage in the process guarantees that all changes are well-documented and easily accessible should an inspector or stakeholder inquire.



Mitigate Risks and Hazards Associated with Change

Centralize all MoC requests and projects in a single location and track all the possible impacts to effectively anticipate potential risks and alternative solutions for all changes. Finally, perform a better change analysis by standardizing risk assessment.

The TENFORCE Management of Change Process



Change Planning, Initiation, and Approval

Capture change request details
Route change request evaluation, review, and approval to relevant stakeholders;
Define classification procedure to determine the level of change validation and documentation required.



Change Execution and Tracking

Assign and track change execution tasks with due dates;
Trigger escalations for delays
Track the status of the MoC request through each stage.



Change Verification and Closure

Evaluate change outcomes;
Flag samples in the changed process for quality and stability monitoring;
Initiate post-change assessments for approval and closure.



Change Analysis and Reporting

Enable aggregate reporting and individual case tracking
Analyze various types of changes;
Identify trends through a variety of parameters.

Features

- Configure your own MoC types and forms;
- Central storage for all MoCs and PSSRs (pre-startup safety reviews);
- Create your own company specific review checklists and questions;
- Define your own or use default available approval and acknowledgement flows (per MoC type);
- Automated action and task lists based upon outcome of the reviews;
- E-mail Notifications and alerts based on business rules;
- Customized templates, checklists, and workflows;
- Built-in Analytics and real-time dashboards;
- Centralized MoC library and search engine;
- Each user will know exactly what to do, by when for each MoC or PSSR.

72%

increase in MoCs processed in one year

3x

more MoC approval requests and reviews handled by the designated approvers

Clients that trust TENFORCE for automating MoC



For more information or to book a personalized demo, please contact Guido Engelen: guido.engelen@tenforce.com