

Guidance on meeting expectations of
EI *Process safety management framework*

Element 10: Management of operational interfaces

GUIDANCE ON MEETING EXPECTATIONS OF
EI PROCESS SAFETY MANAGEMENT FRAMEWORK

ELEMENT 10: MANAGEMENT OF OPERATIONAL INTERFACES

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e: pubs@energyinst.org

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Guidance on meeting expectations of EI Process safety management framework

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- *Element 5: Communication with stakeholders*
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- *Element 7: Documentation, records and knowledge management*
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- *Element 13: Operational readiness and process start-up*
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- *Element 19: Incident reporting and investigation*
- *Element 20: Audit, assurance, management review and intervention*

FOREWORD

Process safety management (PSM) is vital to ensuring safe and continued operations in major accident hazard (MAH) organisations. However, PSM is a multifaceted process, and a number of high profile incidents since 2005 have suggested that without a holistic understanding of the various factors required for effective PSM it can be difficult and inefficient to ensure, and measure, performance.

In 2010 the Energy Institute (EI) published *High level framework for process safety management* ('*PSM framework*'), which aimed to define what PSM should involve. Divided into four focus areas (process safety leadership, risk identification and assessment, risk management, and review and improvement) and sub-divided into 20 'elements', it sets out a framework of activities MAH organisations should undertake to ensure PSM. Each element lists a number of high level activities organisations should meet (expectations).

EI *Guidance on meeting expectations of EI Process safety management framework* is a series of 20 publications ('guidelines') that build on the *PSM framework*. Commissioned by the EI Process Safety Committee (PSC) each guideline captures and presents current industry good practices and guidance on how organisations can meet the expectations set out in each element of the *PSM framework*. Each guideline includes:

- A logical flow diagram of activities ('steps') the organisation should undertake to manage that element.
- Descriptions of those steps.
- Example performance measures (PMs) to measure the extent to which key steps have been undertaken.
- A list of further resources to help undertake key steps.
- A table mapping the steps against the expectations in the *PSM framework*.
- Annexes of useful information.

Readers implementing the guidance in this publication should be aware of the *PSM framework* and the other publications in this series, particularly if they are a manager with oversight of the wider implementation of PSM.

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Suggested revisions are invited and should be submitted through the Technical Department, Energy Institute, 61 New Cavendish Street, London, W1G 7AR. e: technical@energyinst.org

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1 INTRODUCTION

1.1 OPERATIONAL INTERFACES

Operational interfaces with third parties, who provide or receive services, utilities, or products, may impact the organisation's operations. Management should ensure that operational interfaces with third parties are identified, assessed and appropriately managed.

The implications of a failure of these interfaces should be understood. Necessary measures should be identified and implemented:

- To ensure that the interfaces are appropriately managed in order to minimise the likelihood of a failure.
- To ensure that any issues arising are effectively managed in order to minimise the consequences of any failure.

1.2 EXPECTATIONS FOR ELEMENT 10: MANAGEMENT OF OPERATIONAL INTERFACES

Element 10 of EI *High level framework for process safety management* ('PSM framework') describes four expectations – arrangements and processes that organisations should (to an appropriate degree) have in place in order to ensure they are managing this aspect of process safety management (PSM) appropriately:

'Overview	Operational interfaces with third parties, who provide or receive services, utilities, or products may impact the organisation's operations. Management must ensure that operational interfaces with third parties are identified, assessed and appropriately managed.
10.1	Operational interfaces with third parties are identified, documented and risk assessed.
10.2	Management arrangements are established proportionate to the risk associated with failure of the operational interface.
10.3	Arrangements for management of operational interfaces are understood and followed; understanding of arrangements and compliance with them is regularly tested.
10.4	Compliance and performance trends are reviewed by specified levels of management.'

This guideline provides a process, along with guidance, to help organisations meet these expectations. It also suggests a number of compliance checks and performance measures (PMs) to measure the extent to which key activities involved in meeting these expectations have been or are being undertaken.