

Online HAZOP

Tips and tricks

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NUTRITION • HEALTH • SUSTAINABLE LIVING



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HAZOP via TEAMS/SKYPE

- At the beginning of the Pandemic, we stopped HAZOP in meeting rooms.
- Starting Online HAZOP's
 - HAZOP via TEAMS gives opportunities.
 - No travel; All digital
 - See/try what is possible, but stop if it does not work.



How to conduct HAZOPs via TEAMS:

Best practices:

- Preparation is done;
 - No long sessions (max 2 hours)
 - Most experienced people in the call – add experts to the team.
 - Prepare worksheets upfront.
 - have printed PID's/documents via Mail service to participants home;
- Tools
 - Use MS WhiteBoard tool.
 - Use multiple screens (up to 3);
 - Use headsets;
 - All on-line, nobody in one room.
 - Record the session for reference/review
 - All cameras on! BB should see every participant.
- Say what you are doing.
 - Make use of non-verbal signs.



MS Whiteboard

Microsoft Whiteboard



DSM SHE REG. ANNEX 3

Category	Value
1	High
2	Medium
3	Low

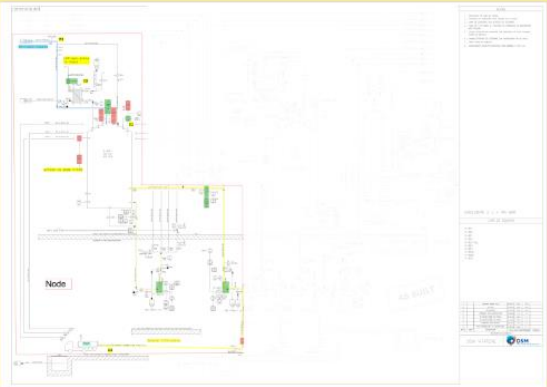
C - CONSEQUENCE / SEVERITY OF SCENARIO

F - FREQUENCY / LARGEST PRESENCE OF PEOPLE

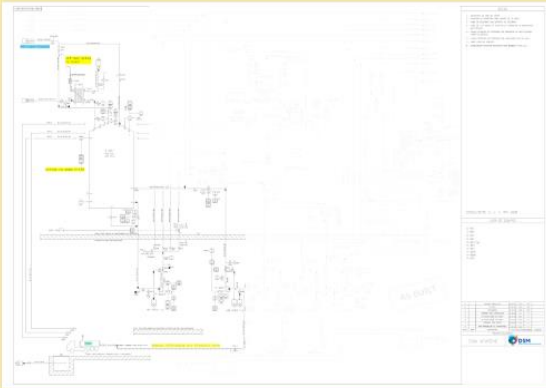
P - POSSIBILITY OF AVOIDING

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