

PSM Information Access System

The OSHA Process Safety Regulation (29 CFR 1910.119) requires employers to provide employees access to process safety information. The information that has to be provided includes Process Hazard Analysis Study (PHA) reports, follow-up on findings and recommendations from PHA studies, operating procedures, incident investigations and follow-up and many others. The different types of information total more than one hundred.

Typically this information is scattered across a plant or refinery in a number of places. Some may be on disks on individual PCs, some may be on enterprise drives, some may be linked to Intranet sites and stored on the web server, some may be in a document management system or electronic drawing management system.

With the dispersion of the information accessing it is time consuming and it is difficult to verify that all of the required information is available.

Our Process Safety Management information access system provides access to the information from the site Intranet sites. This puts the PSM information with all of the other information the employees need and use every day. It is the ultimate in “Employers must provide the employees and their representatives with access to...”

Our Process Safety Management Information Access creates a place for each type of PSM information in a single location. The location is either the plant or refinery document management system, such as FileNet or Documentum, or an enterprise server drive. The system then provides access to the folders and documents through the site Intranet sites. The access of the document from the source is transparent to the user. A view of the documents organized for each specific operating department or process unit is provided and a view of the information for the whole plant is also provided. A third view of the information organized exactly parallel to the regulation is also provided. This “regulatory View” can be useful during OSHA audits or inspections since it provides the information in the format the inspector is most familiar with.

Since each documentation type has its own “slot” it is easy to “audit” whether all of the required information is there. A quick look at the slots shows if each has the needed document in it. Obviously this makes ensuring compliance easier. The system also decreases the pain and nagging normally associated with achieving compliance since each person who provides the information recognizes that it will be very conspicuous if their information is missing.

Finally the security of the information is increased by use of the document management or enterprise drive access controls, routine backup and other administrative features.

Optional functionality is available to perform searches against the information source to automate verification of the presence of all of the required information and also verification that all of the documents have been reviewed, validated, and republished within the respective required interval. The regulation requires that operating procedures are validated and republished each twelve months, operations resource materials are validated and republished every five years and that the last three PHA studies are available. There are additional requirements that the add-on can automate verification of conformance.

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