**UKOPA Process Safety Working Group**

Agenda for the Meeting to be held at the CLHPS Offices, London

Tuesday 11th June 2019 at 11am

1. Attendance, Apologies and membership NB
2. Safety Moment JF
3. Minutes of last meeting and actions arising JF
4. PSWG Work programme
   1. Process Safety Methodology – where proposal is at All
   2. Behavioural Safety – how it applies to pipelines All
5. Annual Reports 2016 and 2017 NB
6. Safety Alerts and incident awareness raising JF
7. PSAT review – the way forward NB / JF
8. Process Safety Forum
   1. Feedback from 24 March 2019 Meeting
   2. Attendees for 30th July and 30th October required
   3. IOSH Managing Change in Hazardous Industries – 2nd July 2019
9. Date, venue and agenda for next meeting JF

**Summary of Actions from this meeting and outstanding actions from previous meetings**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Action** | **Who** | **Summary** | **Update** | **Status** |
| 21.2.1 | NB / DR | Prepare learning brief from the standpipe incident safety moment |  |  |
| 21.4.1 | All | Provide comments on Framework quotation document |  |  |
| 21.4.2 | All | Advise of any other contractors to add to the list for sending Framework quotation to |  |  |
| 21.5.1 | NB / All | Update the 2016 and 2017 Annual reports with normalised data and members to provide comments |  |  |
| 21.5.2 | JF | Seek members view of Annual report vs PSAT |  |  |
| 21.8.1 | JF | Inform Juran on the intention not to proceed |  |  |
|  |  |  |  |  |
| 19.6.1 | NB | Turn CHLPS frozen valve alert into a Learning Brief | Not yet actioned | **Ongoing** |
|  |  |  |  |  |
| 17.5.2 | JF | Draft TBN based on the use of PSAT and productions of action plans | 2/10/18 – this is to be produced in time for the 2019 PSAT survey being carried out  Ongoing | **Ongoing** |