

HAZOPS - WHAT IS INVOLVED?

- a. You need to have an outsider involved with your review. (Note: the outsider needs to take this task seriously and be able to show "due diligence" in performing this role). This allows some of the less obvious questions to be asked, and avoids the danger of overlooking problems because of familiarity with the equipment.
- b. You do need some structure to your review, hence you will find the guide words useful.
- c. It is recommended you keep brief notes on your review for future reference and that they be properly retained for future reference.
- d. If issues/concerns are raised that can't be resolved immediately; it is best to document these and action them in the future.
- e. Before progressing with changes, all action items identified need to be resolved (and ideally signed off by the outside person)
- f. A fellow student or staff member (see "a" above) would be an ideal person to participate in your Hazop along with a technician in your area.
- g. Handwritten documentation is acceptable
- h. The objective is to pause and think about what might go pear shaped in a formal way. This should not take more than a modest time investment and way well avoid a serious incident.

Dr R Kirkpatrick & Dr B Young are available for consultation / assistance.

Further information on writing a HAZOP can be found at on the Chemical & Materials Safety Website at <http://www.ecm.auckland.ac.nz/safety/safety.html>