



Food Processing Corp / 30 Apr 2019 / John West

Management of Change (MOC) Procedure Template Conducted on 30th Apr, 2019 By SafetyCulture Staff

Complete

Inspection score	Failed items	Created actions
64.71%	0	1
Site/Facility Food Processing Corp		
Conducted on 📅 30th Apr, 2019 🕒 11:40 AM +08		
Prepared by John West		
Location 3722 Redlands Ave Perris, CA 92571 United States (33.84075548019675, -117.2200571835562)		

Actions

1 Actions

SafetyCulture Staff created a High priority action

To Do

📅 1st May, 2019 8:00 AM +08

Stair with guard rails needed ASAP

Hello Angela, I believe you're the one assigned for the completion of the new stairs with guard rail near the new industrial meat grinder. Please give me an update on the status.

Information

Change Initiator New industrial meat grinder
Discription of proposed change New industrial meat grinder installed to meet customer demand
Area of Change Room 1-A of building A
Proposed Date and Time to implement Change? 📅 13th May, 2019 ⌚ 8:00 AM +08

Engineering

Will the change bring about alterations to the original design of machine/equipment?	No
Will the change bring about a change to maintenance, equipment operating methods, or safety devices?	Yes
Will the change result in a negative impact on pressures, temperatures, lubrication, emissions, vibration or ergonomics?	Yes
Will the change initiate any new construction, modification of existing facilities, or decommissioning activities?	Yes
<p>Notes</p> <p>I asked Angela to prove an update on the new stairs with guard rails to replace the old near the newly installed meat grinder. We are near the commissioning date and we want this done before then.</p>	
Will the change require or involve any excavation, soil contamination or contamination of ground water?	No
Will the change involve, result in or generate radioactive, hazardous or mixed waste such as any new or altered carcinogenic, corrosive, biological, radioactive, or infectious chemical or agents?	No
Will the change require the use of large quantities of flammable liquids?	No
Will the change require that combustible liquids are heated above or close to their flashpoints?	No
Does the change require the use of storage tanks or the storage of large quantities of hazardous, radioactive, flammable or combustible materials?	No
Does the change involve any High -energy sources(e.g. Radiation, electromagnetic, laser, compressed gasses, propellants and/or explosives)?	No
Will the change alter any pre-start inspection schedule?	Yes
<p>Notes</p> <p>One more equipment for pre-start once this is commissioned.</p>	
Does the change alter the validity of of any certification, exemptions, or permissions?	No

Operating and Design

Will the change alter existing hardware and/or control software?	No
Will this alter emergency response used on site?	No

Quality

Will the change have an impact on the quality of the product or service?	No
Will the change have an impact on the quality of maintenance?	No

Operating Personnel

Have personnel changed?	No
Has a person's area of responsibility changed?	Yes
Notes	Inspectors assigned to building A has a new equipment in their list of items to check daily.
Do people require additional training to accomodate the change?	Yes
Notes	They will be trained right before commissioning.

External Personnel on the site

Does the change require additional contractor personnel to be employed outside the current contract?	Yes
Notes	Our cleaning vendor has been informed.
Will the change require a change in scope of work conducted by contractor personnel?	Yes
Notes	I am drafting the scope of work to be submitted to them tomorrow.
Will the change require a change in contractor company performing the work?	No

Regulations, Standards, or Code of Practice

Is the change as a result of a significant change in regulations, standard operating procedures, or any code of practice?	<input type="radio"/> No
Is the change as a result of a client requirement, standard?	<input checked="" type="radio"/> Yes
Is there a change required to procedures and/or training material?	<input checked="" type="radio"/> Yes
<p>Notes</p> <p>New training material being drafted by our training team. Training will commence before commissioning the new equipment but not before the new and safer stairway is installed.</p>	
Not covered in procedures or code of practices?	<input type="radio"/> No

Organisational Structures

Will the change require significant alterations to the organisational structure?	<input type="radio"/> No
--	--------------------------

Suppliers, Community and/or Client/User

Are there any added health, safety, and environmental risk to the suppliers, clients, users or the community?	<input type="radio"/> No
Is there any added financial risk to the shareholders?	<input type="radio"/> No
Is there any legal implications between the mine and suppliers, clients, users and or community?	<input type="radio"/> No

Other

Is there any added risk to personnel with regards to health & safety

Yes

Notes

The risk found is the old stairs beside the newly installed industrial grinder. We are addressing this by replacing the old stairs with one with guard rails.

Photos



Photo 1

Is there any added risk to the environment such as altering existing environmental status by generating any new or altered airborne emissions, liquid effluents, or solid debris, or affect the approved environmental management system?

No

Will the change require new or additional PPE?

No

Is there any negative impact on any of the fatal risks?

Yes

Notes

We realised the fatal risk brought by the news of a horrific accident involving another industrial meat grinder. That is why we will not commission our equipment until we get the new stairs installed and our personnel trained.

Photos



Photo 2

Completion

Is the change Permanent or Temporary

Permanent

Photos



Photo 3

Comments

We are currently waiting for the new stairs with guard rails to be installed and will schedule training for the staff on operating the new equipment safely. We realized the risk that the new equipment brings after a memo we received about an accident with an industrial meat grinder and we are doing all we can to mitigate such risk in our facility.

Name and signature



John West

30th Apr, 2019 5:12 PM +08

Photos

3 Photos



Photo 1



Photo 2



Photo 3