

PIPELINE SMS TOOLS WEBINAR

NOVEMBER 9, 2016

10 A.M.-11:30 A.M. EST (9 A.M.-10:30A.M. CST)

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Pipeline SMS
GROUP



PIPELINE SMS TOOLS WEBINAR

Format

- One hour presentation with 30 minutes for questions
- Use tools (and booklets) available at www.pipelinesms.org

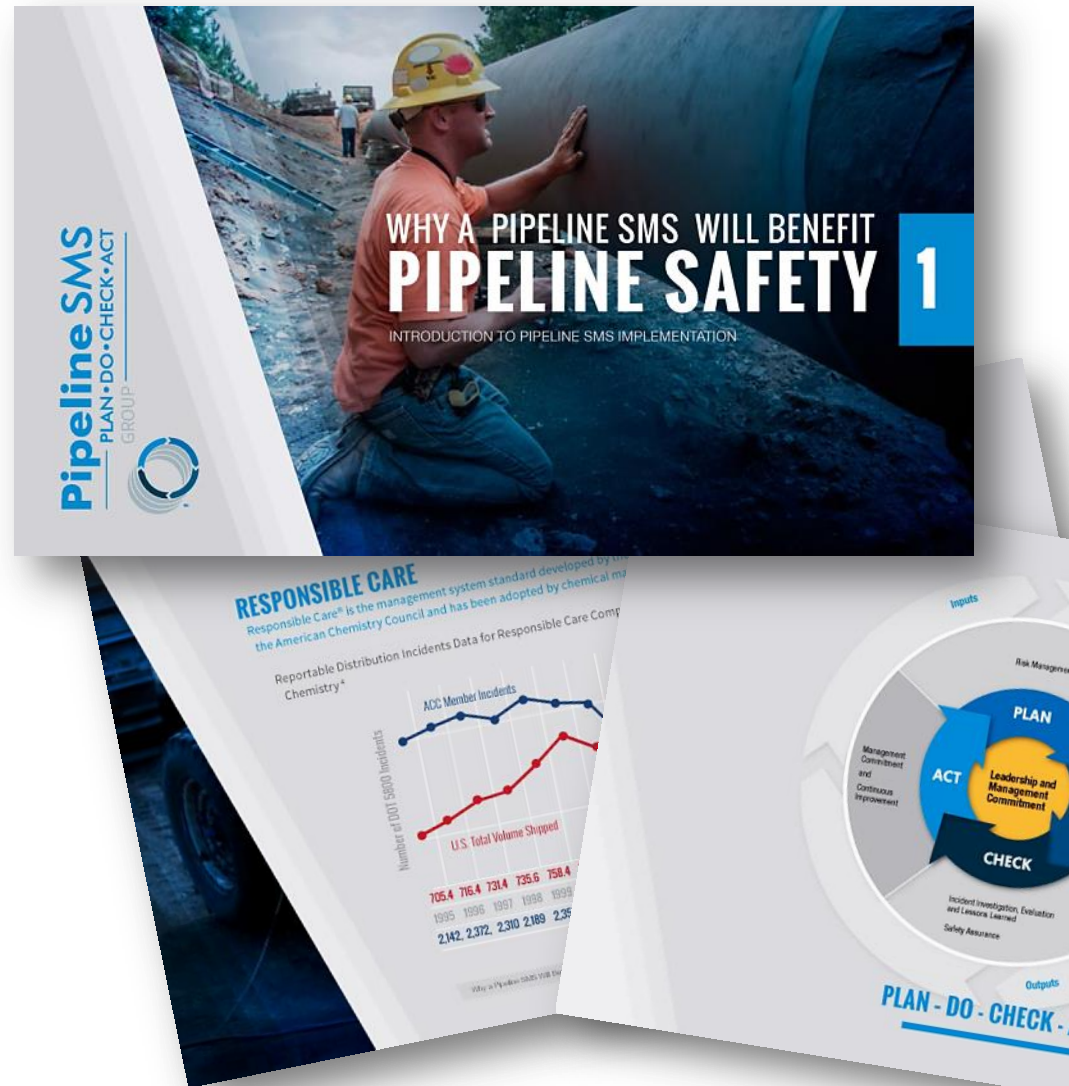
Agenda

- Booklets overview (emphasis on booklet 3 — *How to Implement a Pipeline SMS*)
- Implementation tools
- Q&A on tools
- Q&A on API RP 1173 in general

BOOKLET 1 – WHY

What's in the booklet

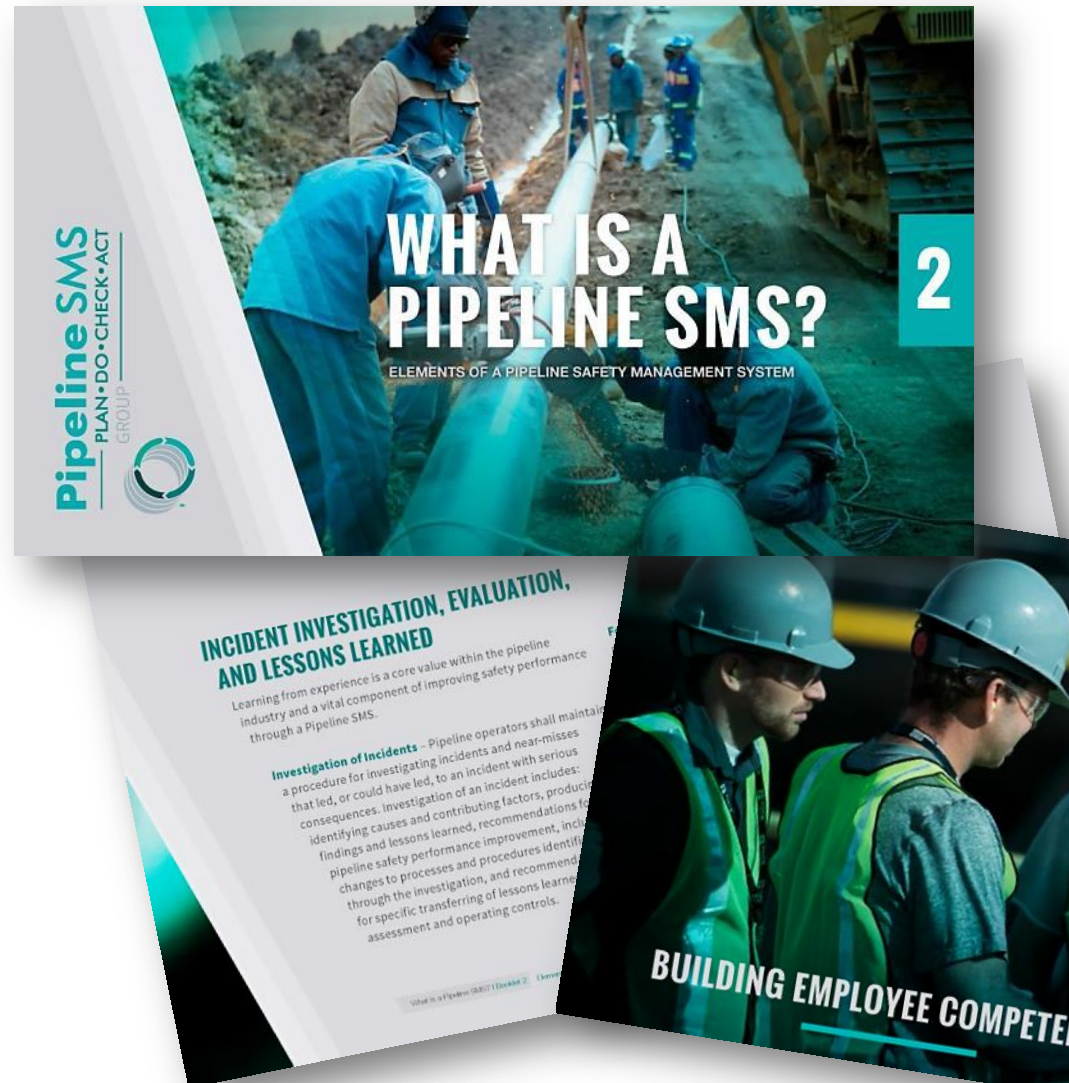
- Why a Pipeline SMS will help improve pipeline safety
- Background information on API RP 1173 development
- How safety management systems have helped other industries
- The ways Pipeline SMS enhances safety culture
- Intention for Pipeline SMS to be used by operators of all sizes and experiences
- Leader's role in Pipeline SMS



BOOKLET 2 – WHAT

What's in the booklet

- Description of the 10 Pipeline SMS Elements and their importance to improved pipeline safety performance
- How the Plan-Do-Check-Act cycle is critical to implementing the 10 Pipeline SMS Elements
- Details on the flexibility and scalability of the elements
- Ways each element strengthens an organization's safety culture



BOOKLET 3 – HOW

Pipeline SMS
PLAN • DO • CHECK • ACT
GROUP

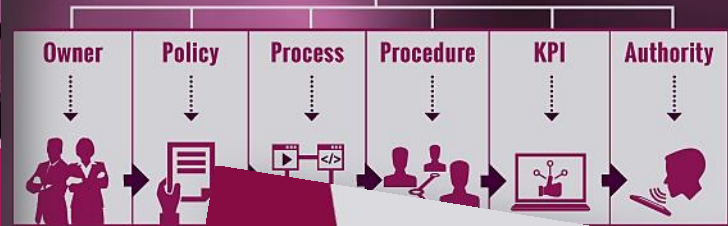


HOW TO IMPLEMENT A PIPELINE SMS

AN INTRODUCTORY GUIDE WITH IMPLEMENTATION SUGGESTIONS AND STRATEGIES

3

ELEMENT COMPONENTS



IMPLEMENTING LEADERSHIP AND MANAGEMENT COMMITMENT

Purpose – Implementing a management system, with API RP 1173, is a cross-organizational initiative requiring Top Management commitment and involvement. Developing and resourcing implementation plans and communicating widely across the organization will establish the Pipeline SMS initiative as a serious business requirement and not something that can be viewed as 'optional'.

Involved Stakeholders – Top Management, Identified Leader(s), Management, Supervisors

- Coffee talk
- Team meeting
- Hiring / promotion demonstration reinforces the message
- Visibly rewarding

Implementation activities will vary between different types of personnel. This effort will focus on how they fit into implementation and its success.

PROJECT IMPLEMENTATION

TASKS TO IMPLEMENT THE PROJECT MAY INCLUDE

- Prioritizing and selecting the gaps to close
- Developing plans to close the key gaps
- Confirming costs, resources, schedules
- Resolving organizational conflicts and impacts
- Resolving schedule conflicts that overload staff
- Escalation to Management as required
- Managing the progress of the plan
- Raising / resolving risks to the project
- Reporting on-going progress to the sponsor(s)

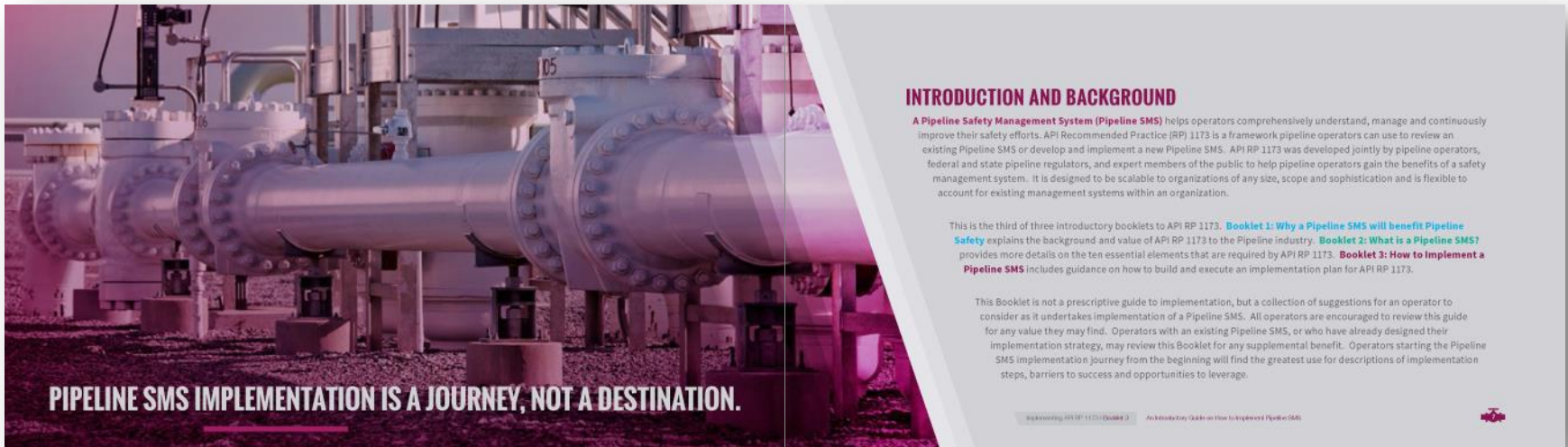
UPDATE & ASSESS

TASKS TO CONSOLIDATE AND ASSESS MAY INCLUDE

- Establishing the support team
- Tracking / publishing progress
- Identifying / addressing resistance
- Reviewing results against the plan
- Measuring impact of new approach
- Evaluating if plan goals are met

SECTION – BEGINNING THE JOURNEY

- Introduction and Background
- Industry-wide Implementation Support
- Pipeline SMS Scalability, Flexibility and Maturity
- Implementation Approaches
- Safety Culture Drives Pipelines' SMS Implementation Success



PIPELINE SMS IMPLEMENTATION IS A JOURNEY, NOT A DESTINATION.

INTRODUCTION AND BACKGROUND

A Pipeline Safety Management System (Pipeline SMS) helps operators comprehensively understand, manage and continuously improve their safety efforts. API Recommended Practice (RP) 1173 is a framework pipeline operators can use to review an existing Pipeline SMS or develop and implement a new Pipeline SMS. API RP 1173 was developed jointly by pipeline operators, federal and state pipeline regulators, and expert members of the public to help pipeline operators gain the benefits of a safety management system. It is designed to be scalable to organizations of any size, scope and sophistication and is flexible to account for existing management systems within an organization.

This is the third of three introductory booklets to API RP 1173. **Booklet 1: Why a Pipeline SMS will benefit Pipeline Safety** explains the background and value of API RP 1173 to the Pipeline industry. **Booklet 2: What is a Pipeline SMS?** provides more details on the ten essential elements that are required by API RP 1173. **Booklet 3: How to Implement a Pipeline SMS** includes guidance on how to build and execute an implementation plan for API RP 1173.

This Booklet is not a prescriptive guide to implementation, but a collection of suggestions for an operator to consider as it undertakes implementation of a Pipeline SMS. All operators are encouraged to review this guide for any value they may find. Operators with an existing Pipeline SMS, or who have already designed their implementation strategy, may review this Booklet for any supplemental benefit. Operators starting the Pipeline SMS implementation journey from the beginning will find the greatest use for descriptions of implementation steps, barriers to success and opportunities to leverage.

Implementing API RP 1173 (Booklet 3) An Introductory Guide on How to Implement Pipeline SMS



SECTION – IMPLEMENTATION BASICS

- Implementation Overview
- Gap Analysis
- Keys to a Successful Implementation

IMPLEMENTATION OVERVIEW

The comprehensive nature of a Pipeline SMS and API RP 1173 will also require a comprehensive implementation effort. Organizations with established project standards can plan their implementation as normal, while organizations that lack such standards can use the ideas in this ten step guide as a starting point for their implementation plan.

Implementation activities will span across a pipeline operator's organizational units, across its different functions, and include its many different types of personnel. This effort will require buy-in from all levels of the organization, a detailed plan and everyone's awareness of how they fit into Implementation and its success.

