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Process Hazard Analysis Checklist

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You don't know what you don't know. So, to mitigate hazards effectively, you first need to identify them. In process safety, the causes and consequences of hazards are identified during a Process Hazard Analysis (PHA). This analysis is the foundation of process safety management and ensures effective risk mitigation. Use the checklist below to prepare for your next PHA.

1. What kind of PHA is requested/required? ☐ HazOP ☐ HazOP/LOPA ☐ FMEA ☐ What-If ☐ HazID ☐ Checklists

2. What is the scope of the PHA? Choose one: ☐ Spot-Check ☐ MOC / Project Update ☐ Revalidation ☐ Clean Sheet / Re-Do

3. Have there been any modifications to your processes since last PHA? ☐ Yes ☐ No

4. Location of PHA? Choose one: ☐ Onsite ☐ Remote

5. Have appropriate personnel been notified and confirmed for participation from the following areas:
☐ Operations ☐ Engineering ☐ Facilitator

6. PHA Date: _____ Time _____ Duration _____

7. What is the regulatory due date of the PHA?

8. Do you have a PHA/LOPA Procedure? ☐ Yes ☐ No

9. Is there an accurate and up to date process description available?

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11. What software will be used?

12. Documentation:

How many P&IDs?_____How many PFDs?_____How many chemicals? _____

i. For each chemical, process, or system, do you have the following information?

☐ Safety Data Sheets (SDSs) ☐ Safe Operating Limits (SOLs) ☐ Equipment Data Sheets

ii. Do you have the following documents?

☐ Instrument & Alarm List ☐ Cause & Effect Spreadsheet

13. Do you have a preferred or in-house template for the PHA Report? ☐ Yes ☐ No

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