COGPOH12
Prepare and shut down process systems

Overview

This unit is about preparing for and carrying out the shut down of process systems.

This unit deals with the following:

1 Prepare for process system shut down
2 Shut down the process system

During this work you must take account of the relevant worksite operational requirements, procedures and safe working practices AS THEY APPLY TO YOU.

Previous version:

Unit PT2.3 Processing Operations Hydrocarbons NOS – November 2006

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Performance criteria

You must be able to:

P1 effectively obtain operational instructions
P2 accurately determine shut down time and make appropriate preparations for shut down
P3 effectively brief relevant personnel on shut down procedures
P4 accurately identify real and potential hazards and protect against them
P5 ensure that all information supplied and recorded is accurate, complete and legible
P6 work safely in accordance with operational requirements and associated **Safe Systems of Work**
P7 accurately input and set shut down settings, process variables and services
P8 safely shut down the process system
P9 effectively protect against shut down hazards
P10 effectively monitor shut down and correct faults and problems as appropriate
P11 isolate plant and utilities from operating sources

COGPOH12
Prepare and shut down process systems

Knowledge and understanding

You need to know and understand:

K1 how to use “Safe Systems of Work” processes to identify hazards and mitigate or reduce risks to as low as reasonable practicable (ALARP)
K2 how to select, use and care for Personal Protective Equipment (PPE) to include sight/hearing protection, coveralls, gloves, footwear, hard hats, respirators
K3 the implications of statutory (e.g. HASAWA and COSHH) and organisational requirements
K4 how to interpret operational requirements (e.g. policies, procedures, instructions, codes of practice, standards, schedules)
K5 plant layout and its connection with other systems
K6 equipment internals and their functions
K7 functioning of process control including instrumentation and logic
K8 sources of information and interpretation of drawings and manuals regarding the plant
K9 effects of emergency shut down control systems
K10 effects of fire and gas control system
K11 how to access and interpret (oral and written) shut down instructions
K12 how to access and interpret operational instructions (to include sequence of shut down, recommended rate of shut down)
K13 the real and potential shut down hazards (to include standby equipment operational, vents, noise, heat)
K14 how to input and set shut down settings, process variables and services
K15 how to isolate plant and utilities from operating sources

COGPOH12
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Additional Information

Scope/range

Candidates must prove competence across the following items (or “systems”) as appropriate to the workplace and Evidence Specification:

1 wells
2 oil storage/discharge process
3 gas process
4 oil/gas process and export
5 water injection
6 metering
7 utilities

In addition, the following terms in bold relate directly to those shown in **bold** in the Performance Statements.

1 **Safe Systems of Work** must include processes or systems that incorporate Hazard Identification, Risk Assessment, Permit to Work and any other associated systems.

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