

MANAGEMENT OF CHANGE

MAJOR HAZARD SECTOR WORKSHOP

DATE:

**15TH SEPTEMBER
2020**

VENUE:

ONLINE

DELEGATE COST:

**MEMBER RATE
£180.00 + VAT**

**NON-MEMBER RATE
£300.00 + VAT**

CHEMICAL BUSINESS
ASSOCIATION
Group House
Southmere Court
Electra Way
Crewe Business Park
CREWE, CHESHIRE CW1 6GU

Phone: +44 01270 258200
Fax: +44 01270 258444
E-mail: cba@chemical.org.uk

Why attend?

The Management of Change (MoC) system is a key management system for Process Safety Management because changes to design intent of a process or plant could inadvertently increase the risk profile significantly.

It ensures that a robust, systematic assessment process is developed and followed within the company to manage change which satisfies the requirements of key legislation including the COMAH and DSEAR Regulations.

The objectives of this system are to enable the company to ensure that changes to a process does not inadvertently introduce new hazards or unknowingly increase the risk of existing hazards or affect the production and control of products.

The course will overview the key strategic areas of the Management of Change system; review the common areas of difficulty; and define the internal roles and responsibilities.

Who should attend?

The awareness training course is aimed at those who wish to increase their knowledge of management of change systems from those who are actively involved in critical tasks through to managers who procure, manage or deal with plant, process or organisational change matters.

The workshop provides an insight into aspects of Management of Change including:

- *Understand why Management of Change is a key process safety element*
- *Understand how Management of Change is linked to the prevention, control and mitigation of major hazards*
- *Understand the roles and responsibilities required of the Management of Change procedure*

**Appropriate Guiding
Principles:
1, 2, 3, 4 & 5**

MANAGEMENT OF CHANGE**PROPOSED OUTLINE AGENDA AND BOOKING DETAILS****CONFIRMATION**

Confirmation of booking will be issued by email, when the booking is processed. The link & joining instructions will be issued by email one week prior to the event.

PAYMENT/CANCELLATIONS

ALL PAYMENTS MUST BE RECEIVED BEFORE 17th AUGUST 2020 AND ANY CANCELLATIONS MADE AFTER THIS DATE ARE NON-REFUNDABLE.

Payment may be made by Cheque, BACS, or Credit Card (Credit / Debit Card charges apply as follows; Debit Cards + 0.55% / Personal Credit Cards (Visa or Mastercard only) + 1.681% / Corporate Credit Cards (Visa or Mastercard only) + 2.555%). Cheques and bankers drafts must be in Sterling and should be made payable to Chemical Business Association. Please ensure that the total amount includes VAT.

Chemical Business Association bank details:
NatWest Bank Plc, Liverpool Street Station, 216
Bishopsgate, London, EC2M 4QB
Sort Code: 50-00-00
Account No 00420034
Swift No: NWBK GB 2L
IBAN No: GB063 NWBK 5000 0000 4200 34
VAT No: 238409160

Under UK excise regulations delegates from all countries are required to pay VAT on any course taking place in the UK.

SUBSTITUTIONS

Substitutions at the same membership level can be accepted at any time.

CONTENT

There may be occasions when changes in programme content, speakers, timing and location have to be made for reasons outside our control. CBA accepts no responsibility for the opinions of speakers or any other persons expressed on its courses. In the event that CBA has to cancel a course a full refund will be given. CBA accepts no responsibility for any travel arrangements or cost due to cancellation.

ACCESS REQUIREMENTS

To help us ensure that all delegates attending the event are able to participate fully, please let us know about any requirements you have by contacting Vanessa.henshall@chemical.org.uk.

DIETARY REQUIREMENTS

Please inform us if you need us to cater for any specific dietary requirements.

DATA PROTECTION

CBA processes the information provided by its members and non-members to enable it to carry out its activities in accordance with its objectives and for its administrative purposes. We may use the information to tell you about our other products and services. We will not make it available to any other person without prior consent from you.

RECORDINGS

Please note that this event may be recorded and used internally by CBA.

10:00	WELCOME AND REGISTRATION
	Delegate Introductions
10:15	Background – What is Management of Change and why is it a key process safety element
11.15	What's involved in Management of Change
13:00	LUNCH
13:45	What's involved in Management of Change - continued
14:15	The roles and responsibilities required
15:30	Q&A

**TYPE OR COMPLETE
IN BLOCK CAPITALS****BOOKING FORM**

Company:		
Address (including Postal Code)		
Tel No.		Fax No.
Booked by:		
Email Address:		
Membership Category	Member	Non-Member
Purchase Order No.		
Accounts Department Email Address		
Delegate Details		
Title (Mr, Mrs, Ms, etc) First & Last Name	Email Address	
Any Special Dietary Requirements?	XXXXXXXXXX NOT APPLICABLE XXXXXXXXXX	