

FoCul MoC



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Management of Change for Process Safety

Digitise your MoC Processes

The FoCul MoC application is a modern, secure, cloud based application built on best practices from the IChemE, the AIChE, the Energy Institute and our customers. The application was first released in 2002 and moved to the cloud in 2010.

What do we mean by “Digitise” ?

Adding data to spreadsheets is not digitisation. A digitised system means having a “single source of truth” across the whole team while still controlling who can view, add and edit your business data. Digital process and digital data also need to be secure, robust and auditable.

Why Digitise ?

Digitising your MoC processes has proven benefits that will make your teams more efficient and more responsive. It will also increase confidence amongst the MoC stakeholders.

Our solution has helped customers do this to by :

- Making their MoC stage-gate processes more efficient
- Improving the transparency of the MoC process
- Implementing robust stage-gate processes with pragmatic, but auditable, business rules
- Ensuring that the level of effort required for each MoC matches the level of risk
- Efficiently tracking actions through to completion
- Effectively managing temporary changes
- Retaining important corporate knowledge

How would we digitise your MoC process ?

Our Moc application is highly configurable and this allows us to deliver a digital solution that really meets your needs.

We provide the application as a SaaS (Software as a Service) solution for a monthly fee where we are responsible for the application’s operation, support and maintenance.

We use the following well proven process to configure and deploy solutions.

1. **Information Gathering.** We assess current processes and identify areas for improvement, considering upstream and downstream impacts. We also align with your IT governance requirements.
2. **Scoping.** Balancing cost, scope, and timing, we explore options with stakeholders to find the best value. [Visual wireframes](#) help illustrate the system functionality.
3. **Buy-in.** Achieving buy-in from all users, not just key stakeholders, is crucial. We use [wireframes](#) and demos to secure this and identify improvements, aiming for the best Minimum Viable Product (MVP) and a long-term plan.
4. **Configuration & Testing.** We configure the application, providing regular updates and involving key users in testing before deployment.
5. **Deployment.** We use a “Train the Trainer” approach to make sure users are comfortable with the new application before we deploy it.
6. **Support.** We provide a high level of support and continuous updates to keep the application secure and performant.
7. **Enhancements.** We encourage user feedback on ideas for further improvements, implementing many at no cost through support. Larger changes follow our 7-step methodology.

FoCul MoC Process

The FoCul MoC application is highly configurable so we can alter the number of stage-gates and what each is called. These are the core stage-gates :

Concept Approval

The concept approval stage is about ensuring that the relevant stakeholders have been efficiently involved at an early stage and have a good understanding of the likely costs and benefits of each change.

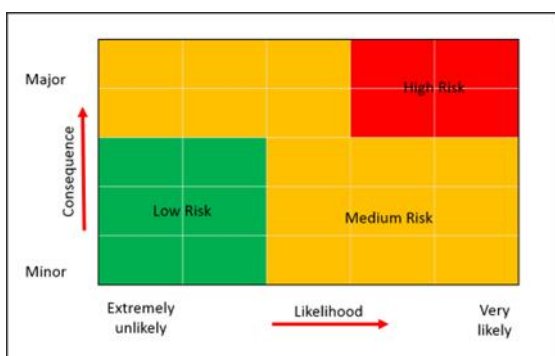
The work-flow is configurable but typically this stage-gate is endorsed by the Asset Manager, the Operations Manager, a Production Technician and the Budget Holder.

Risk Classification

The Risk Classification stage is one of the most important parts of the process. There is clear evidence from industry that requiring the same level of rigour for all changes leads to smaller MoCs being done out with of the formal process.

Determining the Risk Classification, and then using a proportionate work-flow, allows the correct resources to be efficiently allocated to each MoC.

The Risk Classification stage determines if the risk is High, Medium or Low risk. The work-flow rules for the remaining stage-gates are then based on this classification e.g. high risk modifications may be configured to require mandatory input from the Site Manager.



Risk Assessment Preparation and Approval

The Risk Assessment stage-gate contains a number of sub processes, each with their own tab. Each of these tabs has a series of configurable prompts and questions. These can be linked to the change type and different formats are available.

The screenshot shows the 'Hazard Prompts' tab in the 'Risk Assessment Preparation and Approval' interface. It lists various prompts such as 'Relevant Design Processes', 'Design Standards', and 'Design Temperatures'. A red arrow points from the 'Relevant Design Processes' prompt to a 'Design Processes' section in the 'Detailed Hazard Review' tab below.

The MoC application allows individual actions to be raised and tracked. When the Risk Assessment has been prepared the change owner sends the MoC for review. The list of reviewers is determined by the risk rating. Each reviewer receives an email with a link directly to the MoC record.

The approvers cannot change the risk review once the approval process has started but they can add comments and additional actions where necessary.

The screenshot shows the 'Records Requiring Update' section in the 'Risk Assessment' interface. It lists records such as 'Analytical Equipment Records' and 'Distribution Records'. A red arrow points from the 'Records Requiring Update' section to the 'Action' tab below.

Action

Edit Close Send To Actionee Change The Owner Change The Actionee [Admin]

Change Request: 2025-009 : Change Final Product Recipe to increase sodium - LR237 (Awaiting Risk Classification)

Title: Analytical Equipment Records

Status: Draft

Reference: 2025-009 | DDDO-DHVPG3

Actionee: Sam Lamont

Owner: Sam Lamont

Company: ACME

When the last reviewer gives their approval the Risk Assessment stage-gate is closed and individual actions are created for each record that needs to be updated (SOPs, P&IDs etc.), and the Execution stage-gate is started.

FoCul MoC Process

Specification Review Stage

The Specification Review stage is useful for larger changes involving complex design. The purpose of this stage-gate is to re-confirm that the assumptions made during the Risk Assessment stage are still valid now that the final design is available for review.

Execution Stages

The Construction and Commissioning stages are collectively known as the Execution stages. These are child records with separate configurable workflow but they are linked to the parent MoC and must be completed before the full MoC can progress.

The Construction stage has two phases. The first phase is approval to start construction and the second phase is confirmation that construction is complete.

The Commissioning stage is used to manage the Pre-Commissioning Checklists and the approval to start commissioning. There is then a stage gate to confirm that the commissioning is complete.

Records Updates and Action Closure

Once the Execution Phase has been completed all of the outstanding record updates and other trackable actions must be completed.

These activities are clearly shown on each MoC and in automated reports and dashboards.

Whole MoC Handover

A Whole MoC Handover phase can be configured if the individual post commissioning checklist are not enough. The questions for the whole MoC handover can be fine tuned for each MoC during the Risk Assessment preparation. This means that

any particular concerns are sure to be addressed before the MoC can be handed back to production.

MoC Learning Review

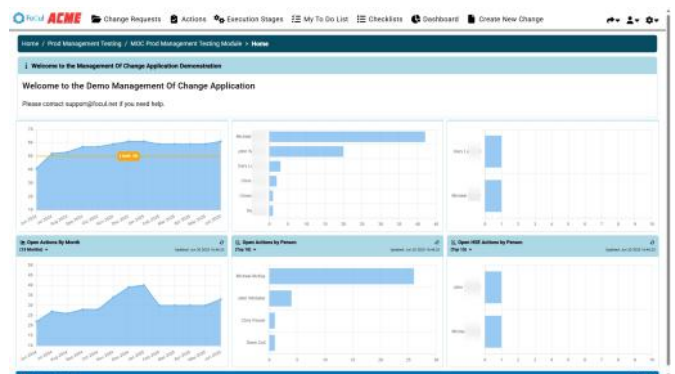
The MoC Learning Review is typically used with larger projects. The review provides an opportunity to capture the learning from the change, what went well and what could be improved for next time.

The questions are configurable.

MoC Dashboards and Reports

Plants will have multiple MoCs in progress and those MoCs will have multiple actions and record updates.

The dashboards provide a very useful overview of MoC tasks across the business. These metrics allow bottlenecks to be identified and addressed.



A solid foundation for AI

Artificial Intelligence will have a significant impact in the future but it is still a developing technology and is too risky for MoC.

Our approach is to help businesses digitise now and build a strong foundation which can then be leveraged with AI.

Our applications have extensive APIs (data transfer schemes) that will allow integration with AI. In the meantime your business data will be digital, readily accessible, secure and exclusively yours.