

## HSEPS Aspects and Impacts

### 1. APPLICABILITY

- 1.1 This standard applies to all Honeywell organizations and majority owned subsidiaries worldwide. The requirements of this standard are applicable to all those health, safety and environmental aspects over which the organization has control and can be expected to have influence.

### 2. OVERVIEW

- 2.1 For an organization to effectively manage its HSEPS responsibilities it needs to identify its HSEPS aspects and understand the risks and criticality of those aspects. Only with systematic processes to identify, assess and prioritize its HSEPS aspects can an organization be sure that its risks are controlled or targeted for control. An additional and important activity is defining the scope of the organization's operations. This activity is critical not only to identify all significant HSE aspects but also to help ensure the entire HSEPS Management System is appropriate for the organization.

Conformance to this standard will aid the organization in defining the scope of its overall Management System and focusing resources on those aspects identified to be most important to the organization.

### 3. DEFINITIONS

- 3.1 Definitions for underlined text are found at the end of this document.

### 4. REQUIREMENTS

- 4.1 The organization shall develop a documented procedure to identify and assess health, safety and environmental aspects over which the organization has control and can be expected to have influence. As a minimum, the procedure shall contain the following elements:
- 4.1.1 A description of the scope of the organization's operations, including the following areas, where applicable:
- 4.1.1.1 All operations, processes and services (including off-site services)
  - 4.1.1.2 New and existing products, including product design
  - 4.1.1.3 Changes to existing products and processes
  - 4.1.1.4 Supply, distribution and use of raw materials, products and waste
  - 4.1.1.5 Other activities associated with operations including project design, construction, renovation and contractor activities
  - 4.1.1.6 Activities of all personnel having access to the workplace
  - 4.1.1.7 Facilities at the workplace, whether provided by the organization or others (such as fitness centers, banks, food services, etc)

- 4.1.1.8 At locations where multiple businesses co-exist or Honeywell organizations co-exist with non-Honeywell organizations, the scope shall clearly define the HSEPS responsibilities and limitations of the Honeywell organization(s).
  - 4.1.2 A methodology to identify HSEPS aspects and assess the impacts that could potentially result from the identified HSEPS aspects, including the following elements:
    - 4.1.2.1 Assessment of impacts during normal, abnormal and emergency conditions
    - 4.1.2.2 Assessment of potential impacts to employees, contractors, customers, the general public, and the surrounding environment.
  - 4.1.3 A methodology to determine which HSEPS aspects are considered significant to the organization, including the following criteria:
    - 4.1.3.1 Legal and other requirements identified through the organization's Legal and Other Requirement assessment (HSEMS 203; Legal and Other Requirements)
    - 4.1.3.2 A risk assessment process to identify those aspects having the highest potential to cause significant impacts such as serious injury or illness, significant environmental impact and asset, product or business loss.
  - 4.1.4 A method for communicating significant HSE aspects to the organization leadership and those affected by the aspects or responsible for controls
    - 4.1.4.1 HSEPS aspects that are effectively controlled and well-managed, but have the potential of significant impact if controls fail shall be identified and included in the communication method to ensure that appropriate personnel maintain awareness of critical programs.
  - 4.1.5 A method to identify events or changes that could add new aspects or increase the significance of current aspects. Primarily, these are events or changes that introduce new requirements, hazards or risks to the organization. This method shall include a process to identify planned or predicted changes that require elevation to the Corporate TRAC committee for evaluation and approval. This identification and elevation process must align with the HSEMS Standard 705-TRAC.
  - 4.1.6 The procedure shall include defined responsibilities for the following with respect to the procedure:
    - 4.1.6.1 Execution
    - 4.1.6.2 Modification
    - 4.1.6.3 Review and update
    - 4.1.6.4 Approval
- 4.2 Implementation

- 4.2.1 A baseline HSEPS aspects identification and assessment shall be conducted by each organization.
- 4.2.2 Personnel that understand the organization's operations and the methods of aspects & impacts identification and assessment shall facilitate the aspects and impacts process.
- 4.2.3 The results must be reviewed and updated at least annually and/or following any of the following events:
  - 4.2.3.1 Regulatory or operational change that has the potential to introduce new requirements, hazards or risks to the organization
  - 4.2.3.2 Significant HSEPS events such as serious injury, illness or environmental release
  - 4.2.3.3 New information indicating a previously undetected aspect
  - 4.2.3.4 Receiving credible stakeholder recommendations.

#### 4.3 Records

- 4.3.1 The results of the HSEPS aspects identification and assessment shall be documented. As a minimum, the documentation shall include:
  - 4.3.1.1 The scope of the organization's operations used to identify aspects
  - 4.3.1.2 The date of the assessment
  - 4.3.1.3 Record(s) of the identified aspects and the resulting assessment defining which aspects are considered significant.
  - 4.3.1.4 Rationale and/or justification for assessment findings, including clear identification of the controls applicable to the aspects that affected the assessment findings.

## 5. RELATED DOCUMENTS

- 5.1 None defined now.

### Honeywell

<b>Abnormal Conditions</b>	Unplanned or unexpected conditions that are not part of the organization's operating plan.
<b>Emergency Conditions</b>	An unexpected situation or sudden occurrence of a serious and urgent nature that demands immediate action.
<b>Contractor</b>	Any non-Honeywell employee doing work for Honeywell, whether on or off Honeywell's property, and includes, but is not limited to, subcontract workers, consultants, individuals performing on-site contract services and individuals performing off-site outsource services