

Monitoring, Measurement and Self-Assessment

1. APPLICABILITY

- 1.1 This standard is applicable to all Honeywell organizations and majority owned subsidiaries worldwide.

2. OVERVIEW

- 2.1 The process of regularly monitoring and measuring HSEPS activities and performance is an essential part of a successful management system. It provides critical feedback in two fundamental areas:

- 2.1.1 Ensuring the organization's significant HSEPS aspects are being controlled
- 2.1.2 Detecting and correcting program or control weakness in order to prevent incidents such as injuries, illness, environmental damage or regulatory violations

Both proactive and reactive monitoring has value in achieving a strong HSEPS Management System and this standard drives development in both directions. A significant proactive measurement and management tool is self-assessment. Self-assessment involves the regular and comprehensive evaluation of an organization's program compliance and effectiveness.

Awareness of significant HSEPS aspects and development of controls are both critical and valuable elements of a management system. An organization can only manage significant HSEPS aspects effectively when regular monitoring, measuring and self-assessment are included as a core part of the management system.

3. DEFINITIONS

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

4. REQUIREMENTS

- 4.1 The **organization** shall implement a documented HSEPS monitoring and measurement process to address the following minimum requirements:
 - 4.1.1 **Reactive** and **proactive** measures of performance
 - 4.1.2 Monitoring on progress, status and completion of HSEPS objectives
 - 4.1.3 Performance and effectiveness of operational controls
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 - 4.1.4.1 Assessment of compliance and program effectiveness for all applicable Honeywell Level I and Level II standards
 - 4.1.4.2 Assessment of compliance and program effectiveness for all applicable Legal and Other requirements as identified through the organization's

Legal and Other assessment (see HSEMS 203: Legal & Other Requirements)

4.1.4.3 Assessment of control effectiveness for any other business specific HSE issue that is not captured in sections 4.1.4.1 or 4.1.4.2 of this standard

4.1.4.4 Documentation of assessment results in the Honeywell Self-Assessment Tool (SAT)

4.1.5 A process to assess the quality and effectiveness of corrective action program (see Corrective and Preventive Action (HSEMS 213)).

4.1.6 The organization’s system to receive and respond on stakeholder or workforce HSEPS concerns or complaints (see HSE Communication (HSEMS 209)).

4.1.7 Corporate HSEPS annual operating plan (AOP) requirements

4.1.8 Monitoring, measurement and self-assessment program frequency must be based on the significance of the aspects, risk assessment results and applicable legal requirements. In particular, higher priority significant HSEPS aspects must be frequently monitored and assessed.

4.1.8.1 Compliance to the organization’s schedule shall be included in the monitoring and measurement program as a performance measure

4.2 The organization shall conduct and document periodic **trend analysis** on HSEPS monitoring, measurement and self-assessment results. As a minimum trend analysis shall be conducted annually.

4.3 Results of the organization’s monitoring, measurement and self-assessment program as well as trend analysis results must be incorporated into the management review process, aspects and impacts assessment, objectives planning and development of corrective/preventive actions.

5. RELATED DOCUMENTS

5.1 None defined now.

Definitions

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| Organization | The entity for which the HSEPS management system applies. For purposes of complying with this HSEMS, Honeywell organizations may be defined at the most appropriate level such as Corporate, SBG (strategic business group), SBU (strategic business unit), SBE (strategic business enterprise) facility, service group, etc. |
| Proactive Measures of Performance | Monitoring and measuring the HSEPS characteristics of the work environment or planned activities/results of the management system. HSE characteristics of the work environment include equipment inspection and preventative maintenance programs; behavior observation or intervention programs; workplace sampling such as noise, chemical or radiation; results of audits, risk-assessments and self-assessments; and health surveillance of individuals working in known hazardous environments. Examples of planned management system activities include training completion, implementation of operational |

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| | controls, compliance to program plans or schedules and closure of corrective/preventive actions. |
| Reactive Measures of Performance | Monitoring and measuring management system failures or deviations from planned, expected or intended management system results. Examples include the monitoring of accidents, injuries, environmental excursions and near misses. |
| Trend Analysis | The process of analyzing performance data to determine and understand current and past conditions of performance used to predict and improve future results, e.g. incident investigation data identifying numerous and similar root causes. |