

Basis of SHE, a tool for SHE-Risk Management

Svensson, P.

AstraZeneca Sweden SHE, risk management & safety group, Snäckviken B337 Södertälje, Sweden
e-mail: peter.svensson@astrazeneca.com

This presentation will outline the development of a methodology and a tool to manage SHE- risks and describe its application in development and manufacturing within a pharmaceutical company. It will also show how the Basis of SHE tool is used and the benefits it is bringing to AstraZeneca.

Risk managemet, Basis of SHE, Handling Risks

1 Introduction

When Astra and Zeneca merged in 1999, there was a need to create a new system for managing SHE-risks. In order to satisfy the new company's requirements, a working group was formed with the objective to form a new SHE- Risk Management system. To help managers control SHE-risks for the complete life cycle of an asset there was a need for a tool. This tool was created and implemented under the name Basis of SHE

2 Objectives

To provide AstraZeneca Sweden with a management system and a tool that can be used in the whole company

3 SHE Risk management

In general terms risk management can be described as the sum of three elements as shown in the figure below

Risk management

Risk Asessment

+

Provision of Controls

+

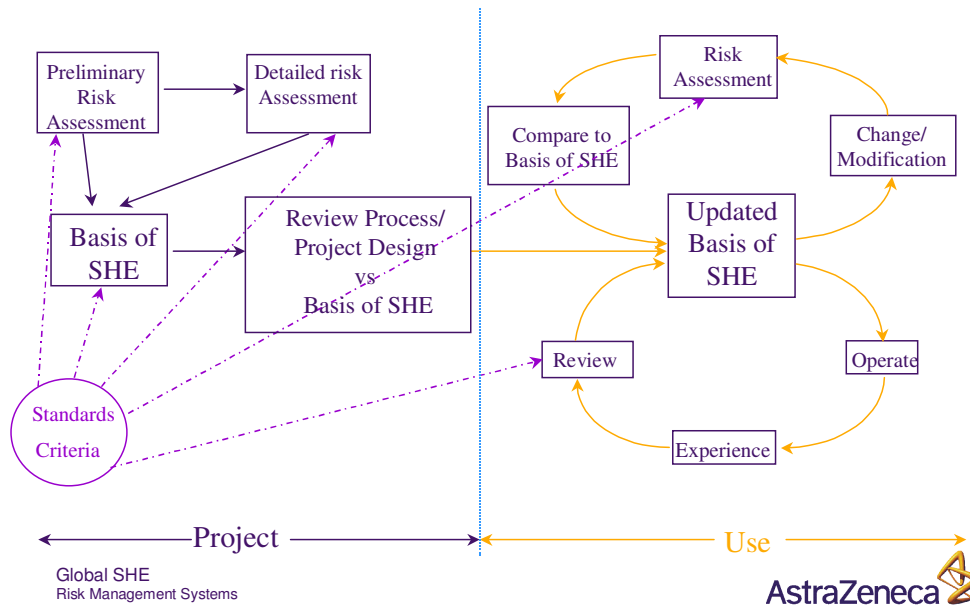
Maintenace of Controls

=

**Risk
management**

One of the keys to effective SHE risk management is the provision of relevant information throughout the life of a facility, equipment, process or activity. In AstraZeneca this information is provided in the Basis of SHE documents. These documents play a central role in the SHE risk management as shown below.

Risk Management model



4 Basis of SHE

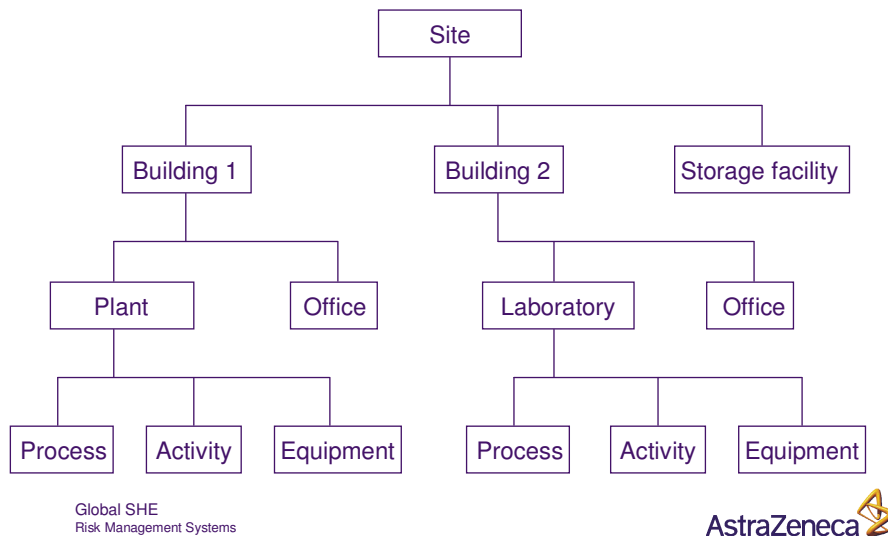
The tool Basis of SHE was created because there was a need for a uniformed way to manage SHE-risks. Basis of SHE consists of a document containing assets and plant or equipment present SHE-status.

The document is an extraction of the outcome from risk assessments in terms of hazards, and risks specific for the assessed asset, plant or equipment. Each identified hazard is connected to high-level principles that indicate the approach taken to control the potential consequence arising from the hazard. The document also contains SHE-control measures that are in place to reduce a specific risk. The measures always fall within the scope of the SHE-philosophies referred to above. The benefits of using the Basis of SHE –tool is that the company has a common tool to demonstrate its compliance with its management system. It is also useful as training material when there is a change of personnel. We have noticed that new personnel understand the risks presents in their day-to-day work much easier than they did before.

4.1 Organisation and hierarchy

For most sites within the company, it is not feasible for a single Basis of SHE-document to cover all facilities, equipment, process or activity, nor is it desirable for a larger number of these documents to exist in isolation. To overcome this problem there needs to be a hierarchy of Basis of SHE documents. See figure below.

Basis of SHE - hierarchy



4.2 Contents

Basis of SHE is made up of the following type of information

Description: A brief description of the facility, equipment, process or activity to which the Basis of SHE refers.

SHE philosophies: These are high-level statements of principles that indicate the approach taken to control the potential consequences arising from hazards.

SHE control measures: These are controls, which are employed to ensure that specific risks are maintained at tolerable levels. The control measures always fall within the scope of the SHE philosophies referred to above.

References: Detailed and/or specialised SHE data that is relevant to the Basis of SHE should be clearly referred to. To shorten the document it is important to leave the detailed information out from the document. It is better to refer to this kind of information in the document.

Responsible person: The person that is responsible to keep the Basis of SHE up to date. That will normally be the person (manager) responsible for SHE in that specific area.

Revision history: This is a brief history of the changes made to the Basis of SHE (including significant changes of personnel)

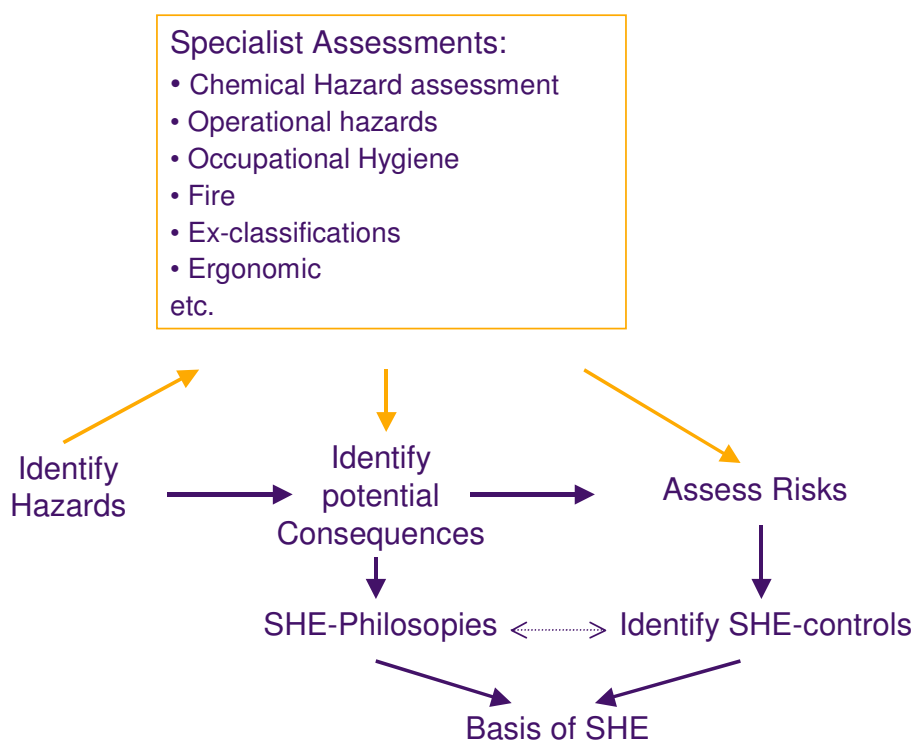
4.3 Use

The Basis of SHE provides easily accessible SHE related information which:

- ✓ Is necessary for the effective management of SHE risks
- ✓ Is useful as training material when there is a change of personnel
- ✓ Is necessary when considering changes in the system.
- ✓ Is useful as a tool to demonstrate compliance with management system

4.4 Generation

The figure below illustrates the steps involved in generating the information needed to create a Basis of SHE document.



5 Reference:

5.1 References List

Global SHE Guideline 007 Risk Management

