

DevonWay Control of Work Software

White Paper

This white paper explains Control of Work best practices and how DevonWay software products support robust Control of Work for regulated, high-risk industries.

Control of Work Benefits

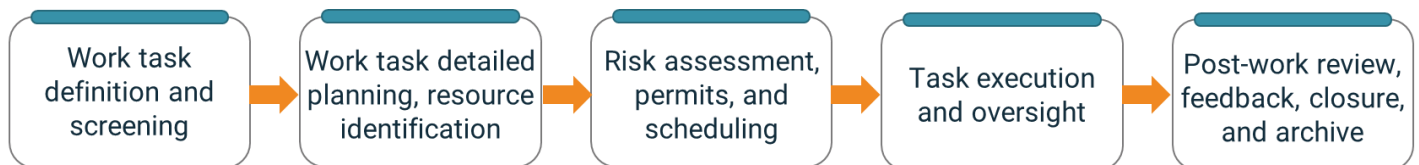
Control of Work software aids successful completion of work tasks without accident or injury to people, damage to equipment, or unapproved release of materials to the environment. Organizations use Control of Work software to:

- Avoid accidents and incidents to workers, equipment, and the environment
- Boost worker productivity by increasing hands-on-tool time
- Increase asset uptime and lifetime
- Gain visibility into trends and potential issues before accidents and injuries happen
- Improve real-time risk management for safe operations
- Ensure compliance with standards and regulations

DevonWay software products deliver these benefits of Control of Work to energy utilities, engineering & construction firms, and other regulated, asset-heavy organizations and their service providers.

Control of Work Functions

We break down Control of Work into five functional areas, cover in more detail below:



Over time, data collected enables insights into areas for improvement, ensuring a proactive continuous improvement cycle that increases safety, productivity, quality, and compliance.

Best Practices for Safe, Effective, and Comprehensive Control of Work

Work Task Definition and Screening

DevonWay Mobile Work Packages is the foundation for Control of Work and includes the ability to put in place a completely electronic, paperless, and mobile work-task process. With Mobile Work Packages, you can create work requests, manage work order tasks for periodic/recurring maintenance activities, and create emergent or corrective maintenance tasks when needed. Emergent tasks are screened to ensure the deficiency is clearly defined and understood.

DevonWay products for Work Task Definition and Screening: Mobile Work Packages, Work Requests, Mobile Documents

Work Task Detailed Planning and Resource Identification

The goal of work task planning is to ensure that work activities are safely and successfully completed. You create work packages that include task documentation – such as procedures, drawings, forms, and references. These documents are managed and controlled in DevonWay Document Management so that work packages always contain correct and up-to-date document revisions. For tasks that require replacement parts, you can use DevonWay Inventory to allocate and reserve those parts to the work task to ensure their availability at the time of task execution. As part of the work task planning process, you also identify and document which field or craft resources are needed.

DevonWay products for Work Task Detailed Planning and Resource Identification: Work Planning, Mobile Work Packages, Document Management, Inventory

Risk Assessment, Permits, and Scheduling

Not all work tasks present the same risks. Risk assessment, also called Job Hazard Analysis (JHA), is the formal process for identifying work-task risks so you can take appropriate measures to minimize the consequences and probability of adverse events. Once the assessed risk is known, you use work permits to manage and mitigate those risks. Permits are initiated prior to task execution to ensure adequate barriers or measures are in place to reduce the potential for unintended consequences when performing a task. Tasks are evaluated, sequenced, and scheduled for execution to avoid potential conflicts between multiple tasks on the same equipment or systems.

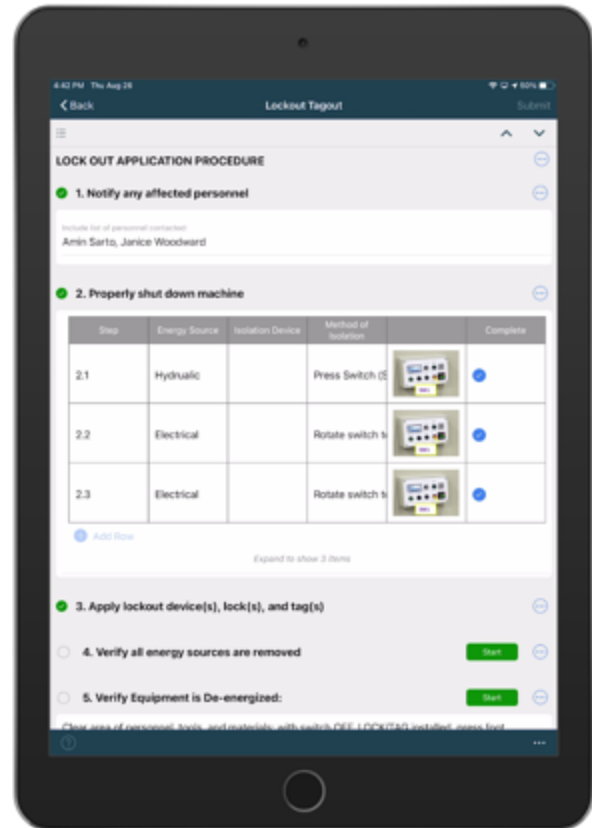
DevonWay products for Risk Management, Permits and Scheduling: Risk Management, Work Permits, Work Scheduling, Mobile Work Packages



Task Execution and Oversight

In many cases, workers can be assigned tasks only if they have required training and qualifications to perform that work. Supervisors and workers conduct pre-job briefs immediately before the start of work tasks to ensure that personnel performing work understand the job scope and potential hazards. Many tasks require the use of calibrated Measurement and Test Equipment (M&TE), and workers document which calibrated test instruments they used in the mobile work package.

Required permits such as Lock Out Tag Out, Chemical, Confined Space, Open Flame, Radiation Work, etc., must be executed and documented to support task execution. In the field, workers use Mobile Work Package procedures, drawings, and other documents provided on a tablet device to perform and document completion of their work tasks. Supervisors and Managers use DevonWay Inspections to document job site inspections and Mobile Observations to ensure workers are meeting job performance expectations.



DevonWay products for Task Execution and Oversight: Training Management, Pre-Job Briefs, Equipment Calibration, Work Permits, Mobile Work Packages, Mobile Observations, Inspections

Post Work Review, Feedback, Closure, and Archive

After work is completed, including documentation of work performed, workers can provide feedback or suggestions for task improvement, lessons learned, and operating experiences to apply to future work tasks. Each of these may have their own follow-up processes and may result in changes to how work is performed and documented in the future.

Often, supervisors will review completed work package documents to ensure proper task completion and documentation. They can enter any work task deficiencies into DevonWay Corrective and Preventive Actions for follow up. When ready, supervisors electronically submit completed work tasks to records archiving.

Over time, trending and business intelligence alert you to areas for improvement, ensuring a proactive continuous improvement cycle. For example, the dashboard below reveals frequency of equipment failures, actual vs. expected work completion times, part/labor cost by month, quarter spend on labor by equipment, crew assignments, and open work by location. Business users can easily create additional reports and charts such as timecards by equipment, quarterly spend on parts by equipment, and estimated remaining work hours.



DevonWay products for Post Work Review, Feedback, Closure, and Archive: Mobile Work Packages, Suggestions, Lessons Learned, Operating Experiences, Document Management, Corrective & Preventive Actions, Business Intelligence, and Trending.

DevonWay Control of Work software is recognized by Verdantix

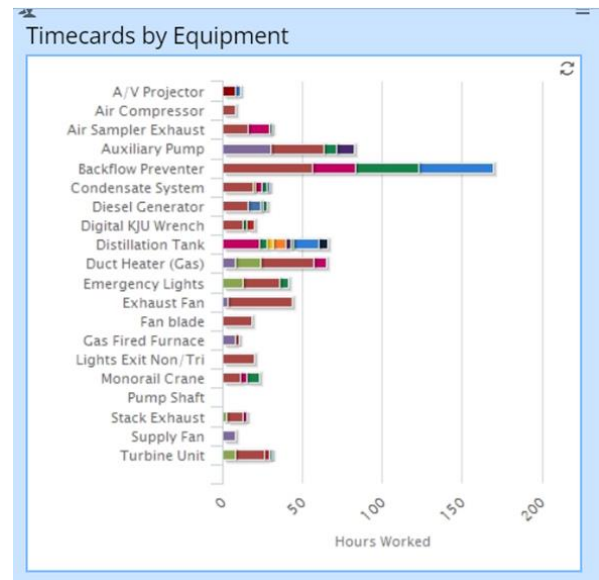
Independent UK-based research and consulting firm Verdantix states that “DevonWay Offers a Robust Control of Work Offering For High-Risk Regulated Industries” in their *Buyer’s Guide: Control of Work Software Applications* (June 24, 2021). The report highlights that DevonWay software supports Job Hazard Analysis (JHA), Permit to Work (PTW), Lock Out Tag Out (LOTO), and Shift Management as part of the four key components of Control of Work that the report covers:

- Creating, approving, and managing permits for a wide range of tasks
- Undertaking Job Hazard Analysis or risk assessment
- Ensuring relevant equipment is properly isolated before work begins
- Efficient handover of tasks during shift changes.

Gain insight from your data, even across processes

With paper processes and spreadsheets, trends and potential issues are hidden from view, thus increasing the chance of issues and accidents while concealing opportunities to improve safety, productivity, and asset reliability.

With DevonWay Control of Work, easily configured dashboards reveal frequency of equipment failures, actual vs. expected work completion times, part/labor cost by month, quarter spend on labor by equipment, crew assignments, and open work by location. Business users can easily create additional reports and charts such as timecards by equipment, quarterly spend on parts by equipment, and estimated remaining work hours, and much more.



Learn more

To learn more about DevonWay Control of Work software for enterprises in regulated, high-risk industries and to request a demo, visit www.devonway.com.

DevonWay is a leading provider of SaaS products to enterprises in regulated, high-risk industries that require visibility and control into the safety, quality, asset management and workforce management processes that are core to business operations.

