

No	Topic	Explanation	Input
1.	<b>Project Brief</b>		
1a.	General Information	Title of project:	
		Term (duration):	_____ / _____ to _____ / _____
		Funding:	
		Coordinator (Person, Institution):	
1b.	Consortium	Give name list of partners and highlight those with hydrogen safety specific experience	- ... - ... -
1c.	Safety Responsible Person	Give name and contact data of person responsible for safety of the project "safety officer" (better one than many, and usually the author of this document)	
1d.	Type of Work	Describe the specific nature of the work	<input type="checkbox"/> laboratory-scale research <input type="checkbox"/> bench-scale testing <input type="checkbox"/> engineering development <input type="checkbox"/> safety engineering <input type="checkbox"/> prototype operation <input type="checkbox"/> demonstration <input type="checkbox"/> commercial application <input type="checkbox"/> other: _____
1e.	Description of Work	Short summary of the Description of Activities (maybe copy the short summary of the contract)	

1f.	Project Phases (origin of change)	What is done in which phase of the project (free text input)		
1g.	Hydrogen Inventory	Type of hydrogen storage and maximum inventory of hydrogen physically stored on site(s) per storage type	<input type="checkbox"/> p < 2 bar	_____ kg
			<input type="checkbox"/> p < 20 bar	_____ kg
			<input type="checkbox"/> p <= 200 bar	_____ kg
			<input type="checkbox"/> p > 200 bar	_____ kg
			<input type="checkbox"/> liquid (cryogenic)	_____ kg
			<input type="checkbox"/> solid storage (metal hydride)	_____ kg
			<input type="checkbox"/> other (e.g. LOHC):	_____ kg
1h.	Location	Where is your activity, respectively hydrogen located (industrial, public, colocation with other technologies and hazards, etc)	<input type="checkbox"/> specially controlled area <input type="checkbox"/> industrial environment <input type="checkbox"/> research lab <input type="checkbox"/> public <input type="checkbox"/> co-located with other hazardous materials, fuels etc.:  _____	

No	Topic	Explanation	Input	Responsible, if not "safety officer"
2.	<b>Project Safety</b>			
2a.	Relevant regulation, codes, standards and safety policies	List all relevant regulation and applied codes and standards for your project	- - - -	
2b.	Hazard Identification and Risk Assessment	Provide a chronological list of hazard identification procedures and risk assessments done (or planned) and summarize key results or provide full documentation in attachments	- - - -	
2c.	Prevention and mitigation	List all prevention strategies and installed mitigation technology used (e.g. ventilation, water sprays, sensors,...). Follow the first 8 safety principles, (potential outcome of 2b)		

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3.	<b>Operations Management</b>			
3a.	Nominal and limit values of critical process parameters	Provide a list of controlled or easy to check process parameters, like filling status of a liquid, pressure and or temperature and there corresponding design and limit values (potential outcome of 2b)		
3b.	Procedures for operation	Refer to checklists for start or/ and shut-down, operation instructions (potential outcome of 2b and possibly attached in 4)		
3c.	Emergency alarm, evacuation and response plans	(maybe just attach them in 4 and indicate this here)		
3d.	Personnel education and training	Describe or list all measures where involved persons (operators, first responders,...) are participating in courses and explain how this is documented		
3e.	Monitoring and Periodic Reviews	Describe the procedures and periodicity of checking whether everything above is in place and known by all relevant people		
3f.	Reporting of safety events and lessons learned in HELLEN and HIAD	Describe plans for sharing safety critical information		

No	Topic	Available?	Where (Link, Library, Room, ...)
4.	<b>Checklists and other helpful documents</b> (for EHSP highly relevant documents in <b>bold</b> font)		
	<b>Block flow diagram (PID) or simplified process flow diagram</b>	<input type="checkbox"/>	
	<b>ATEX zones</b>	<input type="checkbox"/>	
	Process chemistry	<input type="checkbox"/>	
	Material of construction	<input type="checkbox"/>	
	Material data safety sheets	<input type="checkbox"/>	
	Material and energy balances	<input type="checkbox"/>	
	Electrical classification	<input type="checkbox"/>	
	Pressure relief system design	<input type="checkbox"/>	
	Ventilations system design	<input type="checkbox"/>	
	Technical documentation of further safety / mitigation equipment	<input type="checkbox"/>	
	Checklists before or after start	<input type="checkbox"/>	
	Results of ISV before or at project start	<input type="checkbox"/>	
	Results of ISV or risk assessment before hardware installation	<input type="checkbox"/>	
	Results of ISV or risk assessment before operations	<input type="checkbox"/>	