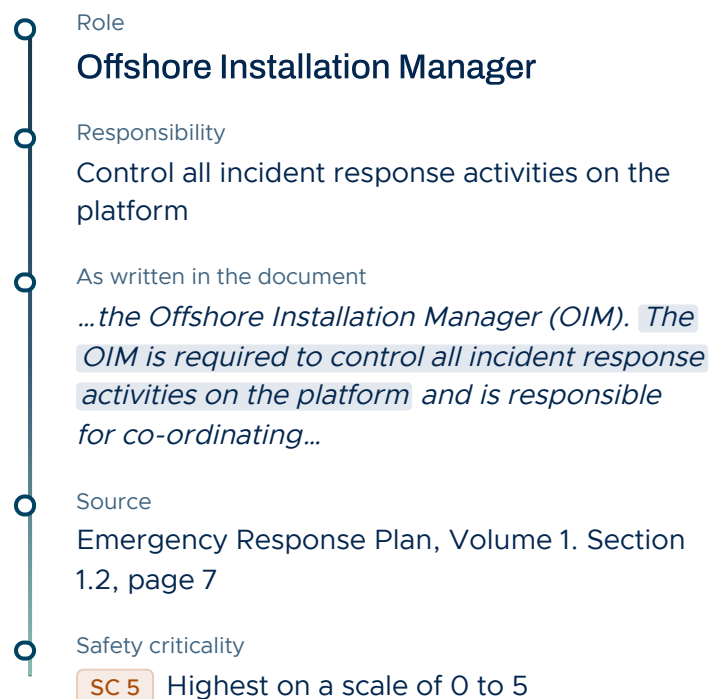


How Synapse works

Synapse reads your management system and shows who is responsible for what

It finds the responsibilities and regulations written into your procedures, standards and plans. Each responsibility is linked to a role and each regulation to the documents that cite it. Every result keeps the sentence it came from, and your reviewers check that sentence before they accept it.

One responsibility, traced



One result from an operator's emergency response plan, as Synapse records it.

How it works

- 1 Import**
Load the documents in scope: procedures, standards, plans and policies. Revised versions are compared with the last one.
- 2 Find**
Synapse extracts each responsibility and each reference to legislation, with the sentence, section and page it came from.
- 3 Review**
Your reviewers approve each result, correct it or raise an issue, with the source open beside it.

Page 2

Responsibilities by role

Responsibilities found for each role, with their wording, document and safety-criticality score.

Page 3

Regulations your documents cite

Which documents cite each regulation, on which page, and who owns them.

Page 4

When roles or documents change

A new owner for each affected responsibility, approved and sent to the document owner.

Responsibilities by role

Choose a role and Synapse lists every responsibility it found for that role across your documents: the wording, the document, the section and page, and a safety-criticality score.

	STATUS	ASSIGNMENT	DOCUMENT	SC
> ☐	Approved	<p>Control all incident response activities on the platform</p> <p>AS WRITTEN The OIM is required to control all incident response activities on the platform</p> <p>1.0 Purpose › 1.1 The Emergency Response Plan › 1.2 Emergency Response Philosophy · p.7</p>	Kestrel Emergency Response Plan Volume 1	5
> ☐	Approved	<p>Hold overall command of all emergency situations within the 500m zone</p> <p>AS WRITTEN Overall command of all emergency situations within the 500m zone is the responsibility of the Offshore Installation Manager (OIM).</p> <p>1.0 Purpose › 1.1 The Emergency Response Plan › 1.2 Emergency Response Philosophy · p.7</p>	Kestrel Emergency Response Plan Volume 1	5

Responsibilities for an Offshore Installation Manager, filtered to SC 3 and above.

As written

The sentence from the document sits under Synapse's summary of it.

SC score

Safety criticality from 0 to 5. Start with SC 3 and above.

Status

Approved, issue raised or still to check, for every result.

Must, shall, should

Company requirements are recorded with the word used.

Open any result at its source

<p>Overall command of all emergency situations within the 500m zone is the responsibility of the Offshore Installation Manager (OIM). The OIM is required to control all incident response activities on the platform and is responsible for co-ordinating the activities of all rescue services and vessels (both air and sea) assisting with the emergency.</p>	
Role	'Kestrel Offshore Installation Manager' → Manager - Offshore Installation · Match synonym
ROLE JUSTIFICATION	Role from preceding statement naming 'Offshore Installation Manager (OIM)' on p.7.

The sentence from the document with the words Synapse used highlighted, the role it was mapped to, and why. Document, asset and people names in these screens are replaced.

Regulations your documents cite

As each new or revised document is imported, Synapse reads it for references to legislation and standards. A reviewer confirms each one onto your regulation register. For every regulation, the register then shows which documents cite it, where, and who owns them.

Covered means a current document cites the regulation. Whether it applies, and how you comply with it, stays with the document owner and your HSEQ team.

COVERED
62 of 62
Cited and confirmed

PENDING
0
Waiting on a person

NOT CITED
0
No document cites them

OLD VERSION
0
Superseded, still cited

ON HOLD
0
Left out of coverage

✓ All 77 current documents checked.

Start full check

Q Search a regulation or document

Health and safety

Owner: all

Clear filters

23 of 62 shown

REGULATION	COVERAGE	CITED IN	DOCUMENT OWNER
Health and safety 23 regulations			
Directive 2013/30/EU Directive 2013/30/EU	✓ Covered	MS-HS-STD-0131 Major Environmental Incident Standard MS-VE-PRP-0166 Verification Management Procedure	Fiona Laing Ewan Stewart

Regulation citations across 62 regulations and 77 documents, filtered to health and safety.

REGULATION	COVERAGE	CITED IN	DOCUMENT OWNER
Management of Health and Safety at Work Regulations 1999 SI 1999/3242	✓ Covered	MS-HS-STD-0180 Functional Safety Management Lifecycle Standard	Kevin Baird
CITED IN 1 DOCUMENT · 1 MENTION			
MS-HS-STD-0180 Functional Safety Management Lifecycle Standard Corporate · Rev 1.0 · Kevin Baird			
The Management of Health and Safety at Work Regulations 1999; <div>Page 7</div> <div>2.0 Scope 2.1 Regulatory Requirements</div>			

One regulation opened: the citing document with its owner and revision, and the section and page of the citation. The register can be filtered by subject or owner and exported to Excel.

When roles or documents change

When a role is renamed, removed or moved, someone has to check who now owns each responsibility attached to it. Where the owner changes, Synapse takes the change through three steps. These screens come from our product film and use example data.

REASON *

Wrong role attributed

Incorrect role mapping

SUGGESTED ROLE

Operations Manager

▼

DETAIL / PROPOSED CHANGE *

Under the receiving operating model, the Operations Manager coordinates barrier escalation.

1

Propose

A reviewer proposes a new owner for each affected responsibility and records the reason.

Approved

Document changes required

Coordinate escalation of barrier impairments under the asset's approved escalation procedure.

Barrier management

Section 4.3

APPROVED CHANGE

Change role

Change role to Operations Manager. Under the receiving operating model, the Operations Manager coordinates barrier escalation.

2

Approve

The document owner approves each change before anything is updated.

Barrier management

Location	Change	Change to make	Reason
Section 4.3	Reassign	<div>Asset Integrity Manager → Operations Manager</div> <div>The Asset Integrity Manager coordinates escalation of barrier impairments under the asset's approved escalation procedure.</div>	Under the receiving operating model, the Operations Manager coordinates barrier escalation.

3

Update

Approved changes are grouped by document, so each owner gets one list of updates to make.

Revised documents

When a revised document is imported, Synapse compares its responsibilities with the previous version and shows what was added, changed or removed for a reviewer to check. Earlier versions are kept.

See Synapse at work

Watch the walkthrough film
clairvynt.com/products/synapse

Read the North Sea operator case study
clairvynt.com/case-studies/north-sea-operator

