REGULATORY COMPLIANCE

Altamira's management team understands that industry is faced with unprecedented issues related to both investment and regulatory risk, presenting each of our clients with unique, and sometimes daunting challenges. We are committed to delivering sensible and effective solutions to sustainably achieve client-specific safety, regulatory and financial goals.

YOUR COMPETITIVE ADVANTAGE:

We are committed to delivering sensible and effective solutions to sustainably achieve client-specific safety, regulatory and financial goals. Our expert team is passionate about finding opportunities to reduce operational, maintenance and capital costs through our practical, proven approaches that capture efficiencies and drive continual improvement.

ALTAMIRA

With decades of experience, our team of management consultants, regulatory experts and technical engineers offer a wide range of client-specific solutions, from ad-hoc regulatory "checkup" assessments to implementation of fully-integrated integrity and compliance programs enabled by practical technology platforms. Our range of approaches include the following:

- We begin with a minor assessment ("health check") to determine existing condition of programs, including Qualitative Risk Analysis (QRA), Integrity and Compliance Program Gap Analysis and Hazard Analysis Programs.
- We apply our existing "out of the box" solutions or develop customized approaches that address specific client needs.
- We deliver solutions in phases based on need – our solutions are always scalable to meet future client requirements.
- We offer a unique, low-risk approach to project program execution that is based on a scalable technology platform. This practical approach is designed such that compliance needs can be met immediately, with the flexibility to migrate to a larger platform in the future (e.g., IBM or SAP).
- We work with clients to identify metrics to measure and drive sustainable success.
- We offer an advanced digital delivery, being mindful of disciplined management of records and data for future use and development.
- We provide highly responsive services for clients, including a guaranteed 24/7 response.
- We deliver practical technology and governance structures for clients that are straightforward and easy to maintain.

Altamira believes the application of sensible and pragmatic integrity, compliance and safety programs are essential for establishing an effective and sustainable company culture.

REGULATORY COMPLIANCE PROGRAMS

Company Integrity Compliance Programs (CICP)

Corporate program addressing company and industry requirements by department.

Process Safety Management (PSM)/ Risk Management Program (RMP)

Plant-specific program addressing company, Federal (OSHA/EPA requirements) and industry Recognized and Generally Accepted Good Engineering Practices (RAGAGEPS).

Pipeline Safety Management Systems (PSMS)

Station/terminal-specific program addressing company, Federal (DOT/EPA requirements) and Industry Recognized and Generally Accepted Good Engineering Practices (RAGAGEPS).

Gathering System Compliance Program (GSCP)

Regulatory-specific program addressing company, Federal (PHMSA/EPA requirements) and Industry Recognized and Generally Accepted Good Engineering Practices (RAGAGEPS), regarding third-party gathering and/or DOT operating systems.

REGULATORY COMPLIANCE PROCESSES

- ID Jurisdictional Boundaries
- Gap Analysis
- External/Internal Regulatory Audits
- Facility Inspections
- Qualitative Risk Analysis
- Sustainability Reporting
- Strategic Benchmarking
- Quality Assurance

INDUSTRY-AGENCY COLLABORATION & TRAINING

- OSHA – Workshops/Training
- PHMSA – Covered Tasks
- Company – Competency

Altamira's team of professionals has extensive experience in the following areas:

FACILITY MANAGEMENT

- Customized Company Integrity Compliance Program (CICP)
  - OSHA – Process Safety Management (PSM)
  - EPA – Risk Management Program (RMP)
  - DOT – Pipeline Safety Management System (PSMS)
  - DOT – Gathering System Compliance Program (GSCP)
  - State Agency Regulated Programs
- Gap Analysis
- Internal/External Regulatory/Safety Compliance Audits
- Contractor Compliance Reviews and/or Compliance Audits
- Process Hazard Analysis Program
  - Facilitate and/or Scribe
  - Qualitative Risk Analysis (QRA)
  - Hazard Identification (Design Review)
  - Process Hazard Analysis (PHA)
  - Process Hazard Analysis Re-validation (PHR)
  - Facility Siting Checklist
  - Human Factors Checklist
  - Layer of Protection Analysis (LOPA)

PROGRAM AND/OR PROCESS DEVELOPMENT

- Process Safety Information (PSI)
  - Gather Safety Information
  - Scan Safety Information
  - File Safety Information by Compliance Element
- Plant Drawings (Piping & Instrumentation Drawings and Alignment Sheets)
  - Development, Walkdown (Redline), & Comment Resolution
  - Number/Tag Valves, Instruments, and Equipment
  - Develop Site-Specific Plot Plan to Scale
  - Develop Safety Equipment Plot Plan to Scale
  - Develop Electrical One-lines
  - Develop Electrical Classification
  - Process Flow Diagrams (PFDs)
  - Block Flow Diagrams (BFDs)
  - Comment-Resolution of Plant Drawings
- Procedural Programs (Site-specific):
  - Facility Cause and Effects Matrix
  - Operating Procedures
  - Safe Work Practices (Maintenance Procedures, Preventive Maintenance Specs, Instrumentation Procedures and Controller Procedures)
- Isolation [Lockout/Tagout (LOTO)] Worksheets
- Plant Mechanical Integrity Program (MIP)
  - Written MIP Program
  - Identification of Critical Equipment by Type
  - Equipment Worksheet Development and Baseline Established
  - Define Testing and Inspection Frequency Program
  - Training and/or Qualification of Maintenance, Measurement and I&E Personnel
  - Establish Hard Copy and/or Electronic File Management System
- Training Qualification Program (Site-specific):
  - Training Needs Analysis (TNA)
  - Employee Training Trackers (TT)
  - Plant Site-specific Training Modules (Operating Processes)
  - Occupational Safety & Health Administration (OSHA) Training Modules
  - Department of Transportation (DOT) Qualification Training Modules
- Pipeline (Gas/Liquids) Operations and Maintenance Manuals
- Pipeline Integrity Management
- Compliance Audit Program
- Emergency Planning and Response Programs
- Public Education Program

Altamira does not believe in "One Size Fits All" safety and compliance programs, but instead that they must be site-specific and customized for your organization's operating philosophy. The programs must tie-in seamlessly to your Recognized and Generally Accepted Good Engineering Practices (RAGAGEPS). The end result is a company compliance program that complies with federal, state and industry requirements, and works integrally with current operations.

Altamira provides clients with the absolute best return on your investment. When your project is complete you will have:

- Increased profitability through consistency and standardization
- The ability to rapidly bring mandatory programs into compliance [e.g., procedural training, Management of Change (MOC), mechanical integrity, incident investigation, auditing and File Management System (TVC)

We guide clients toward full, sustainable compliance through a sensible and economically prudent phased approach tailored to their specific needs. The result is an affordable, scalable, user-friendly and architecturally sound program. At Altamira, our mission is to solve our clients' most complex regulatory, operational and business challenges by being their first choice and trusted partner for strategy, consulting, technical expertise and digital technology solutions.