

## HazardReview LEADER

Revision History - Version 2006.0.08 (September 2006)

### New Features

- Publish all available worksheet fields. This long-awaited feature is now available in HazardReview LEADER 2006. The Worksheet Report Settings dialog has been redesigned to include format options for each of the major worksheet columns (Causes, Consequences, Safeguards, and Action Items). These format options allow extra fields in each of these grids to be appended in any order to the end of each item in a worksheet report.
- Publish risk rankings in full color. Now, when you publish a worksheet report with risk columns, cells containing risk rankings are colored in based on the cell colors defined on the related risk matrix in LEADER.
- Publish leader links as real hyperlinks. The unique LEADER links feature has gone interactive in published worksheet reports. Persons viewing your reports can click on linked causes and consequences to jump to the related deviations in the report. When a report is saved from Word as an HTML file and placed on your intranet, it becomes a fully navigable hazard model of your process.
- Group analysis sections. The Navigator can now display analysis sections within expandable/collapseable group folders. Group folders are created by entering text in the Group column of the Sections Master List. For example, you may want to conduct a checklist review for a storage tank based on a corporate standard and then group the checklist review in a folder with the HAZOP of the tank. In this way, you can maintain the original analysis section numbers while grouping newly added sections together with older sections.
- Automatically select new causes when added in cause-by-cause (CBC) mode. When using CBC mode, it is often desirable to select a new cause immediately upon adding it in order to expedite the association of consequences, safeguards, and action items with the newly added cause. HazardReview LEADER 2006 automatically selects new causes when they are added, helping improve the efficiency of CBC mode. At the same time, LEADER keeps the focus on the AddNew row to continue facilitating quick entry of additional causes.
- Automatically associate new items with selected cause(s) in CBC mode. When using CBC mode, many users like to go ahead and associate a new item (a consequence, safeguard, or action item) with one or more causes when the new item is added. HazardReview LEADER 2006 does this automatically, eliminating multiple mouse clicks and making CBC mode more efficient.
- Make CBC the default mode for new sections. When creating custom project templates (a new feature in 2005), users may want to create/modify analysis methods to use CBC mode by default. The latest Library Editor utility provided with HazardReview LEADER 2006 allows you to set CBC as the default mode for each Method-Type combination, enabling the creation of blank project templates with analysis methods that default to CBC mode.
- Filter action item types in reports. The Publish to Word Wizard now provides the ability to select which types of action items to include in reports. For example, you may have Recommendations, Open Items, and Production Issues in your project but only want to list the official Recommendations in your report.
- Customize your risk matrix orientation. Some organizations have risk matrixes that do not match the standard orientation with the lowest risk being in the lower left corner and with severity categories on the horizontal axis. The latest Risk Matrix Editor utility provided with

HazardReview LEADER 2006 allows you to specify the lowest risk corner of your matrix as well as whether the severity categories are on the horizontal or vertical axis. This allows LEADER to display your risk matrix exactly the way your organization has laid it out.

## Enhancements

- Improved risk ranking picklists. When risk ranking in a worksheet, it is no longer necessary to select a risk matrix if using the first matrix in the project file. In fact, if you only plan to use a single matrix, you can hide the Matrix column altogether. When the user selects a severity or likelihood category, the first risk matrix in the project file is automatically selected by default (if the user has not already selected one). Also, the severity and likelihood columns have been enhanced to provide a two-column picklist showing both the category name and the longer category description. This eliminates the need to look at the descriptions on the risk matrix when selecting a category.
- Improved LOPA wizard. The LOPA wizard has a number of improvements based on user feedback. In particular, there are new buttons on the scenario selection grid for selecting/deselecting a grouping of scenarios (e.g., all the scenarios for a particular consequence or for a certain analysis section). There is also a new feature for selecting which risk matrix(es) to use for identifying candidate scenarios; for example, you may choose to use LOPA to evaluate only the safety-related scenarios. In addition, the opening screen of the wizard now explains how the wizard works and provides a button to view/customize the LOPA Excel template before generating LOPA scenarios.
- Improved LOPA Excel template. The LOPA Excel template continues to grow, providing new and better features based on user feedback. The new Team tab allows you to list LOPA team members and keep track of their participation in the various LOPA scenarios. The Scenarios summary tab now provides hyperlinks to allow quick navigation between LOPA worksheets, as well as providing the scenario status (+,=,-) and LEADER link path. The summary and hyperlinks update automatically as scenario worksheets are added, moved, deleted, or renamed. And, the scenario worksheets now automatically add generic comments describing the basis of the selected initiating event and protection layer types/values.
- Improved Library Editor. The Library Editor utility now has a more user-friendly interface, making it easier to select, add, edit, and delete methods, types, deviations/topics, etc.
- Improved Search Utility. The Search Utility has received a facelift of sorts, with more consistent appearance and sorting of all search windows/tables. Also, risk rankings can now be modified in the Consequences search window.
- Improved Action Items Manager. There are several under-the-hood improvements to the Action Items Manager utility, as well as upgrades to the user interface. The main screen now lists all the included projects and provides a more user-friendly way to filter/view the action items of interest. The Action Items Manager also prevents adding duplicate projects, eliminates the need to provide a project name where none exists (it uses the project's filename instead), and updates projects based on their filenames/paths, which are now stored in the Action Items Manager.
- Action item type picklists default to most recent type used. Users often need to add multiple action items of the same type (e.g., Open Items, Drawing Changes) one after another during an analysis meeting. To accommodate this need, the Type picklists in the Action Items Master List and the Action Items grid of the Worksheet now default to the last type of action item added. This keeps the most frequently used types of action items at the top of the picklist.

- Drawing/Procedure Type picklists default to most recent type used. Users often like to add drawings, procedures, or other types of reference documents in bunches of the same type. To accommodate this need, the Type picklists in the Drawings/Procedures Master List and the Drawings/Procedures grid of the Worksheet now default to the last type of item added. This keeps the most frequently used types of items at the top of the picklist.
- More helpful tooltips on master list shortcuts. The tooltips displayed when hovering over the Master List shortcut buttons are now more descriptive to improve comprehension of these buttons' purposes.
- More flexible AutoBackup options. The AutoBackup options on the Tools/Program Options dialog now allow you to type in a desired number of minutes and desired number of backups, even if the typed-in values are not among those included in the picklists.
- More user-friendly filenames for publish settings. The example publish settings files provided with the program are now more complete and descriptive, making it easier to load the desired settings file.

## Updates

- Home directory now gets registered appropriately when program is installed by someone other than the end user. This allows LEADER to find the location of the Leader.dot file when publishing to Word.
- The History menu is now disabled if a conflict occurs with Chinese character sets (in Chinese versions of Microsoft Windows).
- The user guide (compiled HTML help [.chm] file) is now installed locally on the user's machine instead of in the application directory (which could be on a network). This allows the Help file to be viewed on systems where Windows security updates prevent viewing .chm files on a network.
- The Type picklists in the Action Items Master List, Drawings/Procedures Master List, and Worksheets now automatically refresh when a new Type is added on the Types tab.
- AutoLinkText now updates appropriately when a deviation is edited in the deviation text box at the top of a worksheet.
- Action items now automatically renumber as intended when an action item is deleted from the Master List after deleting the last reference to the action item in a Worksheet.
- The descriptions of the Library options on the Library tab of the File/Properties dialog, the Tools/Program Options, and the Advanced Types dialog are now more complete and descriptive for new users.
- The obsolete Modify button on the Library tab of File/Properties dialog has been removed.
- Obsolete list items on the File Locations tab of the Program Options dialog have been removed to minimize any confusion.
- The Edit Shorthand dialog has been improved to show the current shorthand filename and help minimize mistakes when loading/saving shorthand files.
- Several nuisance message boxes have been eliminated, and others have been improved to provide more helpful information.
- The Copy Utility has been revised to address issues associated with copying of risk rankings. Duplicate matrix names no longer grow in length on repeated copy operations, and only matrixes in use in the selected sections are copied.