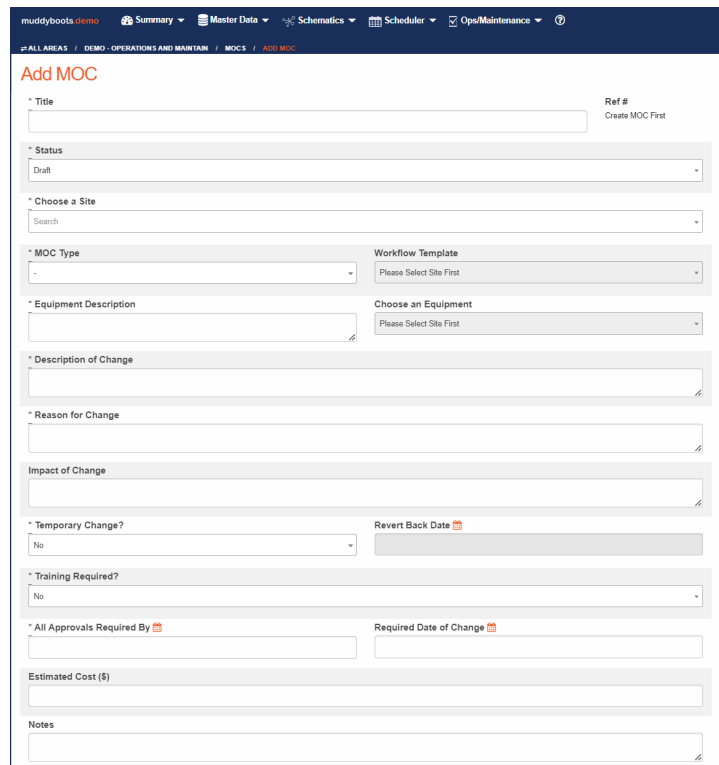# Management of Change

With Muddy Boots, all your MOC data is accessible now and in the future.

Our MOC application provides you with a customizable configuration to align with your current MOC process. Coupled with the Muddy Boots sites and equipment inventory, everything is integrated.

- Standard selections within the MOC include:
  - Identification
  - Priority Assessment
    - configure to weigh risk and value to prioritize MOCs
  - Implementation Assessment
  - Documentation Requirements
  - Training and Competency
  - Authorization and Closure

- Section categories, questions, and answers are configurable to meet your requirements.
- Create multiple attachment categories to manage documentation requirements at different project stages, including functionality to link to external document management systems.
- Generate work orders from the MOC.
- Extensive workflow capabilities allow for multi-step approval processes and varying levels of authorization.

MOC Example

✓ **Customizable dropdowns**

✓ **Customizable data points**

✓ **Customizable questions & answers**

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MOC Example Continued

MOC Identification

☁ CHOOSE FILES...   ⟵

✓ **Add attachments**

Priority Assessment Questions

What is the value of the change?   0
1. Administrative Process Improvement
2. Reduction in Equipment Downtime
3. Production Increase

| No Statements Apply | ▾ |

Risk of not implementing   1
Safety concern? Production concern? Operations concern?

| Low Risk | ▾ |

Costs?   10
In existing budget? Outside of existing budget? Unknown

| Within Standard Ops Budget | ▾ |

Personnel Required   5
Outside help required? Can be done by ops alone?

| Outside help required | ▾ |

Total   `Moderate Value 16`

Implementation Assessment

Regulatory
○ N/A   ○ Required   ○ Complete

HSE
○ N/A   ○ Required   ○ Complete

Engineering
○ N/A   ○ Required   ○ Complete

Documentation Requirements

Mechanical Design Documentation
○ N/A   ○ Required   ○ Complete and Attached

Electrical Design Documentation
○ N/A   ○ Required   ○ Complete and Attached

Programming Documentation
○ N/A   ○ Required   ○ Complete and Attached

Training Documentation
○ N/A   ○ Required   ○ Complete and Attached

PSSR
○ N/A   ○ Required   ○ Complete

Training & Competency Requirements

Maintenance Training
○ N/A   ○ Required   ○ Complete

Operations Training
○ N/A   ○ Required   ○ Complete

Control Room Operations Training
○ N/A   ○ Required   ○ Complete

Others Requiring Training

| |

Field Competency Sign-off
○ N/A   ○ Required   ○ Complete

Authorization and Closure

All Permits Complete and Received
○ N/A   ○ Outstanding   ○ Received and Attached

All Documentation Complete and Attached
○ N/A   ○ Outstanding   ○ All Complete and Attached

All Training Completed
○ N/A   ○ Outstanding   ○ All Complete

Financial Authorization

| |

Technical Authorization

| |

Final Approval to put in Service

| |

CREATE MOC AND NOTIFY

Management of Change

Customizable Workflows - Keep the right staff involved and informed with our customizable workflow templates.

Dashboard - Track MOC's by status using our customizable dashboard.
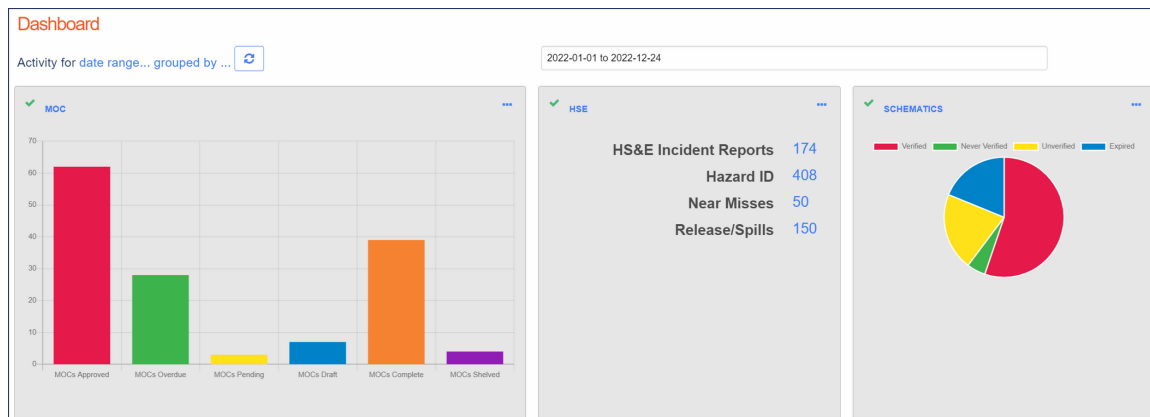
MOC Data is Accessible

- Access Muddy Boots from any device
- Eliminate communication barriers. Make your data visible to your internal teams and service partners.
- Give access to those who need it. No per user licenses, no more frantic searches for MOC data.