

公司七月份岗检通报

Post Inspection Report (July)

为防控风险，持续提升管理效能，公司六月份完成体系内审后，七月份继续组织岗检，根据《月度岗检方案》，相关职能部门在 7 月 6 日—7 月 25 日 组织了岗检，通报如下：

To control risks, enhance management efficiency, strengthen the implementation of the system, and ensure accountability, following the completion of the internal audit in June, the company proceeded with post inspections in July, the functional departments conducted a post inspection from July 6 to July 25 according to the Monthly Post Inspection Plan. The report is as follows:

一、 职能部门岗检 Functional Departments

1、 组织与侧重 Organization and Focus

职能部门 Functional Department	检查的业务及制度 Business and System Inspected	发现问题 Identified Issues	参与人数 Participants
HSE 部 HSE Management Dept.	安全管理制度、HSE 综合制度、环境保护管理制度、职业健康管理制度和消气防安全管 理 制 度 Safety Management Regulations, Comprehensive HSE Regulations, Environmental Protection Management Regulations, Occupational Health Management Regulations, Fire and Gas Prevention Safety Management Regulations	54	12
机 械 动 力 部 Equipment	设备分级与全过程管理制度、大机组特护管理制度、润滑管理制度、设备缺陷及故	67	7

Management Dept.	障管理制度、特种设备管理制度、防腐保温管理制度、仪表及自动化系统管理规定、装置现场规格化检查标准 Equipment Classification and Lifecycle Management Regulations, Major Equipment Special Maintenance Management Regulations, Lubrication Management Regulations, Equipment Defect and Failure Management Regulations, Special Equipment Management Regulations, Anti-corrosion and Insulation Management Regulations, Instrumentation and Automation System Management Regulations, Standardized On-site Units Inspection Criteria		
计划调度部 Scheduling And Dispatch Dept.	工艺技术管理、联锁保护系统管理 Process Technology Management, Interlock Protection System Management	4	3
人力资源部 Human Resources Dept.	违纪惩处管理规定、人力资源配置管理规定 Disciplinary Regulations, Human Resources Allocation Management Regulations	2	2
商务管理部 Commercial Management Dept.	合同 Contracts	1	1
物资装备部 Materials Supply Dept.	仓库到货接卸与移交管理规定和程序 Warehouse Receipt and Handover Management Regulations and Procedures	1	1
总经办 CEO's Office	办公室行政管理规定、制度管理规定、公寓管理办法、自行车管理细则 Office Administration Regulations, Systems Management Regulation, Dormitory Management Regulation, Bicycle Management Guidelines	5	6
七月 July	24	134	32

共发现问题 134 项，设备和安全专业问题仍然较多，对于重复性问题宜采取更加有效的管控措施。

A total of 134 issues were identified, with a continued high number of issues related to equipment and HSE specialties. More effective control measures should be adopted to address recurring problems.

二、 岗检亮点及存在的问题 **Highlights and Issues**

1、 检查发现的亮点 **Highlights**

工艺技术月报化工辅料管理板块内容均已按要求细化、盲板台账中均能及时统计更新；交接班日志各部门均按计调部要求及时更新馏出口优化指标；炼油一部、炼油二部、炼油三部、炼油四部和港储部的火炬分液罐液位报警值均设置了相关报警值；炼油二部和质量检验部对于试用期不合格员工都提供了具体的面谈记录，加强了试用期员工的管理。

The Chemical Additives Management section of the Process Technology Monthly Report has been detailed as required. The Blind Plate Ledger is regularly updated in a timely manner. Handover logs in all departments are promptly updated according to the requirements of the Scheduling and Dispatch Dept., reflecting the optimization indicators for the distillate outlet. The flare knockout drum level alarms in No.1 Refinery Dept., No.2 Refinery Dept., No.3 Refinery Dept., No.4 Refinery Dept., and Port & Storage Dept. are all properly configured with alarm thresholds. No.2 Refinery Dept. and Quality Analysis Dept. have maintained detailed interview records for employees failing the probation period, enhancing probationary staff management.

2、本月岗检管理人员表现突出的胡友谱、潘小明、谭伟提出表扬。

Hu You Pu, Pan Xiao Ming and Tan Wei demonstrated outstanding post inspection performance and are hereby commended.

3、岗检问题（见，附表一），从本月开始，责任部门开始排名通报。

Starting this month, responsible departments will be ranked and reported.

(Refer to Appendix I for details).

序号 No.	部门 Department	1-5 月份 未整改项 Unrectified Issues (Jan-May)	7 月份岗检 问题数 Issues Identified (July)	合 计 Total
1	炼油三部 No.3 Refinery Dept.	6	28	35
2	热电部 Power Dept.	8	15	23
3	炼油一部 No.1 Refinery Dept.	3	19	22
4	炼油四部 No.4 Refinery Dept.	3	16	19
5	港储部 Port & Storage Dept.		18	18
6	炼油二部 No.2 Refinery Dept.	3	13	16
7	物装部 Materials Supply Dept.	6	3	9
8	公用工程部 Utilities Dept.		9	9
9	仪控部 Instrument Control Dept.		8	8
10	检修部 Equipment Maintenance Dept.		5	5
11	电气部 Electrical Operation Dept.		3	3
12	机动部 Equipment Management Dept.		2	2

13	总经办 CEO's Office	1	1	2
14	HSE 部 HSE Management Dept.	1		1

四、问题的整改与建议 **Recommendations for Actions**

1、1-5 月份岗检问题 621 项，31 项未关闭，整改率 94%，未关闭事项见“附表二”。

From January to May, 621 issues were identified from January to May, of which 31 remain unresolved, yielding a rectification rate of 94%. See Appendix II for details.

2、各部门参照“岗检通报问题”分类，应分析管理原因，考核止损。

Each department should analyze management causes and implement corrective measures based on the classification of “Report on Issues Identified in Post Inspection”.

3、从下月开始总经办将主观未整改项纳入绩效考核。

Starting next month, the CEO’s Office will include unrectified items due to non-objective reasons in the performance appraisal.

总经理办公室

CEO’s Office

2025.8.1