



U.S. DEPARTMENT OF  
**ENERGY**



ISM Workshop on Activity-level Work Planning and Control (WP&C)

# Special ISM Champions Workshop

DOE Forrestal HQ Building  
and Video and Web Conferencing  
Washington, DC

May 15-16, 2013



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ISM Workshop on Activity-level Work Planning and Control (WP&C)

# Lessons Learned Implementing Work Planning & Control

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**Nevada National Security Site**

*Managed and Operated by National Security Technologies, LLC*





# Purpose

- To share lessons learned in work planning and control at the Nevada National Security Site (NNSS)
  - Following the EFCOG 6 Step Process
  - Implementing the EFCOG WP&C Guide
  - Using the Guide criteria in assessments
  - EFCOG Peer reviews





# 6 Step Process For improving WP&C

- Notify your Quality Assurance section that DOE G 226.1-1 now lists the EFCOG WP&C Criteria Review and Approach Documents (CRADs) in Appendix C and recommend they be adopted for your site
- Perform a gap analysis on your program documents using a WP&C subject matter expert (SME) knowledgeable in your processes
- Address “gaps” where it makes sense
  - Don’t “fix” things that don’t need improvement
- Adjust training to cover changes
  - Ensure re-training is required
- Use EFCOG peer assessments to supplement existing local WP&C assessments
- Utilize local 6 Sigma talent to analyze WP&C issues in your issues management system





# Implementing the EFCOG WP&C Guide

- The Guide is NOT a requirement (although it references requirements)
- It IS a source of best practices which have worked for others
- Frame changes as continuous improvement
  - Avoid “not invented here” syndrome
- Participate in the EFCOG Work Management Subgroup Peer Reviews
  - Take people from your site to peer reviews





# Assessing to the Guide CRADs

- There are a lot of CRADs in the Guide
  - Select small portions – do not do Appendix I and J at once
  - Select areas of concern - prioritize
- Your SME conducting the gap analysis should use Appendix I – Program Assessment CRADs
- Program CRADs (Appendix I) don't need to be assessed frequently





## Being Assessed – EFCOG Peer Review

- Made us describe our process to strangers
- Helped us anticipate questions from DNFSB
- Allowed our planners and supervisors to compare how others do it at their sites
- Non-confrontational – “this is what we saw”
- Take it or leave it – they only take away things they like (best practices), they leave suggested areas to check
- It only takes three days
- It’s free

