Lessons Learned from the West Valley Demonstration Project
ISMS Annual Reviews
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Evolution of the WVDP ISMS

- March '97: WVNS Verification
- Revised IP Developed and Submitted
- DOE Provides IP Feedback
- DOE Requests
- Implementation Plan
- March '97
- DOE OH/WVDP Verification
- WVNS Verification
- Additional Improvements
- Major Procedure Changes Made
- New Hazard Analysis Process Developed
- Outside Experts Validate Approach
- New Lessons Learned Process Defined
- Employee Training Improvements Initiated
- Document Changes Begin
- Site-Wide ISMS Training Completed

- April: IP Team Formed
- Gap Analysis Begins
- Initial IP Developed & Submitted
- Initial SMS Description Defined
- IP Approved by DOE
- DOE OH Verification
- DOE OH/WVDP Verification
- Validation Team Appointed
- Plan Developed
- EWP Incorporated into ISMS
- Site-wide Awareness Training
- Implementation Workshop Conducted
- Mockup Criteria Defined
- IP Actions Complete
- IP Subteams Formed
- Revised IP Developed and Submitted
- DOE Provides IP Feedback
- DOE Requests
- Implementation Plan
- March '97
WVDP I SMS Annual Review

Purpose

Objective

Scope

Approach
WVDP ISMS Annual Review
Purpose

Verify that ISMS implementation remains effective.
Assess the effectiveness of the approved WVDP ISMS Description to provide the Director, DOE-WVDP, with a status of WVDP’s ISMS implementation.
WVDP 2000 ISMS Annual Review
Scope

Evaluate work planning, work control, and feedback and improvement processes to assess the continuing effectiveness of ISMS implementation.

Validate that the flowdown of requirements continues to be effective.
WVDP 2000 ISMS Annual Review
Scope (cont’d)

Evaluate personnel in operations and support organizations to determine their understanding of ISMS requirements.

Conduct performance-based observations to demonstrate that integration continues to be effective.
WVDP 2001 ISMS Annual Review
CRADs

CRAD.1    Annual Verification Activities
CRAD.2    ISMS Feedback and Improvement
CRAD.3    Continuing ISMS Implementation
CRAD.4    Operational, Facility, and Activity Changes
CRAD.5    Department of Energy
WVD 2001 ISMS Annual Review Team
Roles and Responsibilities

CRAD.1 - Annual Verification Activities
CRAD.2 - ISMS Feedback and Improvement
CRAD.3 - Continuing ISMS Implementation
CRAD.4 - Operational, Facility, and Activity Changes
CRAD.5 - Department of Energy
WVDP 2001 ISMS Annual Review
Deficiencies

- CRAD.5 Department of Energy
  - Occurrence Reports are not processed in a timely manner.
WVDP 2001 ISMS Annual Review
Areas for Improvement

+ CRAD.1 Annual Verification Activities
  > The Issues Reporting System appears to be poorly understood by WVNS personnel.
  > Two of 13 documents identified for revision in response to the 2000 ISMS Annual Review were not revised.
CRAD.2 ISMS Feedback and Improvement

- Entries to the RHWF Subcontractor Lock Out/Tag Out Log were not current.
- Work package steps for the Radiological Instrumentation Room construction project were not signed as verified when completed.
- The applicability of the WVNS Employee Concerns Program to subcontractors is not adequately communicated.
 Areas for Improvement (cont’d)

- CRAD.4 Operational, Facility, and Activity Changes
  - A formal process for verifying implementation of subcontractor safety management systems is not established.
  - The flow down of the WVNS ISMS Description to the RHWF Subcontractor ISMS Description is not apparent.
CRAD.5 Department of Energy
  > Timeliness of DOE closure of Corrective Actions should be improved.
WVDP 2001 ISMS Annual Review
Noteworthy Practices

- CRAD.2 ISMS Feedback and Improvement
  - Implementation of the Site’s “Bright Ideas” program as a method of feedback to incorporate waste minimization into work processes.
WVDP 2001 ISMS Annual Review
Noteworthy Practices (cont’d)

- CRAD.4 Operational, Facility, and Activity Changes
  - Use of the Project Management Information System intranet web site to integrate, summarize and communicate WVDP project information.
  - Use of project activity posters developed by the Communications Department to communicate near term activities to employees on site.
Changes and enhancements to the Safety Management System, activity changes, and organizational changes occurring since the last ISMS Annual Review should be highlighted during the kick-off meeting.
Conclusion

The WVDP ISMS Continues to be Effectively Implemented.