

Assessment Planning Tool Los Alamos National Laboratory

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Feedback and Improvement
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What does the Assessment Planning Tool do?

■ Assists LANL

- In meeting requirements of DOE O 226.1A by integrating risk management into assessment planning process
 - What are your risks?
 - What actions are you taking to mitigate your risks?
 - How certain are you that your actions will be successful?
 - Should you do more (i.e. an assessment)?
- In the development of its Annual Assessment Plan (AAP)
- By providing a Institutional view of the integrated assessment schedule

What does the Assessment Planning Tool do? (cont.)

■ Provides managers

- Documentation of their rationale for the planning and scheduling of every assessment (required and risk-based)
- Documentation of their certainty in managing risks and vulnerabilities while ensuring their energy and resources are properly focused in mission delivery.
- A running list of
 - Assessments that may look forward multiple years if they are not performed in the forthcoming fiscal year
 - Risks or vulnerabilities that may or may not be better managed with an assessment

Tool Components

- Breaks Assessment Selection down into three primary questions
 - **What assessments are required?**
 - **What risks, vulnerabilities, uncertainties, or lost opportunities relative to performance of programs and operations might exist?**
 - **Will assessment improve likelihood of success in managing the potential risk, vulnerability, uncertainty, or lost opportunity?**
- Provides one integrated schedule of required and risk-prioritized assessments for the current fiscal year

What did we learn?

■ Facilitated thought on

- How we view our assessments (organization-specific and institutional)
 - Required vs. Risk
 - Independent vs. Management
 - Frequency
 - Duplicity
- What actions management has already taken to manage their risks

What did we learn?

■ Challenged Existing Thinking

- “We can’t plan until we know what is going to happen to us”—institutional schedule-wise
- Documentation and categorization of risks and vulnerabilities

■ Tool Challenges

- Excel 2003/2007 Compatibility
- Overall user knowledge of Excel

What will we do different next year?

- **Map data structure in AAPs to data structures of other LANL information systems (i.e. issues management, performance measures, etc.)**
- **Use data from this year as a springboard for FY 10 and for additional learning**
- **Add option of additional FY scheduling**
- **Add spreadsheet to tool with known Institutional assessments that may impact organizational scheduling**
- **Provide one-on-one user help sessions earlier in the planning process**

Demonstration
