

United States Government

Department of Energy

memorandum

DATE: February 23, 2006

REPLY TO

ATTN OF:

Chuan Wu
DOE ISM Champion

 2/23/06

SUBJECT: **DOE ISM Workshop, April 25-26, 2006**

TO: DOE ISM Champions

I am pleased to announce that we will have a DOE ISM Workshop on April 25-26, 2006 in Albuquerque, NM. Sandia Site Office and the Sandia National Laboratories have graciously agreed to host this workshop. This workshop will be held in conjunction with the EFCOG (Energy Facilities Contractors Group) ISM working group meeting, which is being held during the same week in Albuquerque at the Energy Training Complex (ETC).

The purpose of this workshop is to continue to move forward on key Department ISM initiatives, including development and implementation of DOE ISM system descriptions, improvement in ISM work planning and control, improvement in ISM feedback and improvement, and development of ISM performance objectives, measures, and commitments. A draft agenda for the Workshop is provided for your information.

It is important that we have the right attendees at the workshop. Managers should take into account costs and resource constraints when determining attendance. I recommend that all ISM Champions attend the workshop. Field offices may also send one or two DOE support persons who are heavily involved in day-to-day ISM implementation and oversight. Each major contractor should send a senior manager responsible for ISM implementation, as well as lead person(s) for work planning and control, and feedback and improvement. Secretarial office champions should also send additional participants as appropriate.

Please also note that two training sessions on Human Performance Improvement (HPI), one on April 24 (Monday) and the other on April 27 (Thursday), will be offered. Feedback from former attendees of HPI classes indicated the training was informative and valuable. The EFCOG HPI working group has revised the training materials to better fit DOE applications and address review comments from the Defense Nuclear Facilities Safety Board. Each training session will be eight hours and can accommodate 24 attendees. To encourage participation by ISM Champions in the Monday session, we are giving priority to the ISM Champions who have not attended HPI training in the past.

Please sign up for the workshop and the HPI training by April 7, 2006 at the following web-site address: <http://www.doeism.org>.

Your leadership and continuing efforts in reinvigorating ISM are appreciated. Please contact me at (505) 706-0100, or contact David Compton at (202) 586-1034, with any questions.

Attachment

cc: Clay Sell, DS
Linton Brooks, NA
Jerry Paul, NA
Jim McConnell, CDNS-NA
David Garman, US-ESE
Chip Lagdon, CNS-ESE
Mark Whitaker, DR
James Rispoli, EM
Ines Triay, EM
Shane Johnson, NE
Ray Orbach, SC
John Shaw, EH
Russell Shearer, EH
Patty Bubar, EH
Ed Blackwood, EH
Glenn Podonsky, SSA
Pat Worthington, SSA
Field Office Managers
David Amerine, EFCOG
Joe Yanek, ISM EFCOG

DRAFT
ISM Workshop Agenda

April 25-26, 2006
Albuquerque, NM

Sponsored by Sandia Site Office and Sandia National Laboratories

Pre-Workshop Training Session

Monday, April 24, 2006 – Human Performance Improvement Training (8 hour training) for ISM Champions only.

Tuesday, April 25, 2006

8 am First Day Plenary Session

Welcome	Sandia Site Office Sandia National Laboratories
Keynote Speaker DOE Officials	Invited Speaker from outside of DOE Jerry Paul (NNSA) – to be confirmed. Ines Triay (EM)

Break

ISM Vision	Chuan Wu, DOE ISM Champion
PSO ISM Status	PSO Champions (Don Erbschloe, Dae Chung, Frank Russo, Dennis Miotla, Patty Bubar)
SSA View	TBD
DNFSB View	TBD

12 pm Lunch Break

1:15 pm First Day Break-out Sessions by PSOs (EH will participate in all sessions).

- Environmental Management
- National Nuclear Security Administration
- Nuclear Energy
- Science

5 pm Complete Break-out Sessions

Wednesday, April 26, 2006

8 am Second Day Plenary Session

ISM Revitalization at ORP	Shirley Olinger
Corporate Operating Experience Program	Patty Bubar
Contractor Implementation of DOE Order 226	Frank McCoy
Other Topics	Invited Speakers

10 am Second Day Break-out Sessions by Topic Area

- System Descriptions and Integration
- Work Planning and Control
- Feedback and Improvement
- Performance Objectives, Measures, and Commitments

4 pm Wrap-up Break-out Sessions and Report back to Plenary Session

5 pm Close Workshop

Post-Workshop Training Session

Thursday, April 27, 2006 – Human Performance Improvement Training (8 hour training).