



Department of Energy

Washington, DC 20585

August 28, 2007

To: DOE ISM Champions

From: 
Dr. Patricia Worthington
DOE ISM Co-Champion


Dr. Chuan Wu
DOE ISM Co-Champion

Subject: **DOE Integrated Safety Management (ISM) Workshop 2007**

We invite you to join us at the DOE ISM Workshop 2007 on November 28-30, 2007 at the Brookhaven National Laboratory in Upton, NY. The purpose of this workshop is to provide a structured forum for DOE and contractor personnel to share best practices and lessons learned in key areas focusing on improving safety performance. This workshop will focus on the following topical areas:

1. Work Planning and Control
2. Feedback and Improvement
3. Integrating Management Systems Across Life Cycle and Functional Areas
4. Developing Effective Safety Culture
5. DOE Implementation of ISMS Requirements

To ensure the effectiveness of this workshop, we need your office and your contractors to share ISM best practices and lessons learned at your facilities. All parties are encouraged to submit an abstract and a presentation outline to ismworkshop@bnl.gov by September 21, 2007. Please refer to the attached Call for Papers and the abstract submittal form for more specific information.

The Office of Science (SC), Brookhaven Site Office (BSO) and the Brookhaven National Laboratory (BNL) are co-sponsoring this workshop. A draft agenda, which was discussed at the recent ISM Champions conference call on August 22, 2007, is attached for your information. As noted in the draft agenda, several sessions are being offered on November 27, 2007, including a meeting of the DOE ISM Champions.

All DOE ISM Champions and paper presenters are requested to participate in the workshop. DOE and contractor site managers are encouraged to attend and they will determine their staffs attendance, based on the subject matters to be discussed and addressed. Organizational focus, resource constraints and cost factors should also be considered.

We will keep you posted of the progress of ISM related activities and arrangements of the workshop, including program coordination and lodging/meeting registration. You are



also invited to visit the DOE ISM website at <http://hss.energy.gov/HealthSafety/ism/> for up-to-date information. If you have questions concerning the workshop, please contact Dr. Patricia Worthington at (301) 903-5926 or Dr. Chuan Wu at (202) 586-4166.

Thank you for your support.

Attachments

cc:

Clay Sell, DS
Ray Orbach, US-SC
George Malosh, SC
Tom D'Agostino, NA
Bill Ostendorff, NA
Jim McConnell, CDNS-NA
Bud Albright, US-Energy
Chip Lagdon, CNS-Energy
James Rispoli, EM
Ines Triay, EM
Alexander Karsner, EE
Thomas Shope, FE
Dennis Spurgeon, NE
Glenn Podonsky, HSS

Field Managers

ISM Workshop – 2007
at Brookhaven National Laboratory

Agenda - DRAFT

Time	Wednesday November 28, 2007	Thursday November 29, 2007	Friday November 30, 2007
8 am – 10 am	Plenary Session #1 (start 7:45 first day)	Plenary Session #2	Breakout Session #7 and Break
10 am – 10:30 am	Break	Break	Plenary Session #3 (with Reports by Track Chairs)
10:30 am – 12 noon	Breakout Session #1	Breakout Session #4	
12 noon – 1:30 pm	Lunch	Lunch	(workshop ends at 12 noon)
1:30 pm – 3 pm	Breakout Session #2	Breakout Session #5	
3 pm – 3:30 pm	Break	Break	
3:30 pm – 5 pm	Breakout Session #3	Breakout Session #6	

Topical Areas for Break-out Tracks – We have identified five preliminary topical areas or themes for break-out tracks. With 3-4 tracks running in parallel, some tracks will not run the entire workshop – some may only run for 3-4 sessions.

Tours – We will also add a track of Brookhaven site tours as an alternative to the break-out sessions.

ISM Workshop 2007

Preliminary List of Plenary Session Speakers

- Kick-off – Pat Worthington & Chuan Wu
- Welcome – Mike Holland (BSO) and Sam Aronson (BNL)
- Video address – Ray Orbach (SC)
- Glenn Podonsky (HSS)
- Keynote Speaker – Dr. Jeffrey Wadsworth (Batelle)
- Theme Introduction
- Doon Gibbs (BNL) Nano-science Safety
- Under Secretary for Energy (Albright) – video or direct address
- Under Secretary for National Security (D’Agostino) or NNSA CTA (Ostendorff) – video or direct address
- Outside Speaker – Dr. Peter Winoker (DNFSB)
- Outside Speaker – Bill Corcoran (MIT) – to be invited
- Invited Science notables – Panel of Lab Directors
- Wrap-up on Friday (Track leaders reports)

Preliminary List of Pre-Workshop Sessions (Tuesday, November 27, 2007)

- FTCP Meeting
- ISM Champions Meeting
- Seminar: Best Practices in Applying HPI Principles
- Lessons Learned Session
- EFCOG ISM WG
- ISM Fundamentals Training Session
- Brookhaven Tours

Integrated Safety Management 2007 Workshop

Call for Abstracts:

*Share your ISM best practices! Submit an abstract and an outline of your presentation to the ISM Workshop Program Committee, at ismworkshop@bnl.gov, by **September 21st** (see attached form). Visit the DOE ISM web-site or call your ISM champion for more information.*

Best Practices Sought for:

- *Work Planning and Control*
- *Feedback & Improvement*
- *Integrating Management Systems across Life-Cycle and Functional Areas*
- *Developing Effective Safety Culture*
- *DOE Implementation of ISMS Requirements*

Date: November 28-30, 2007

Location: Brookhaven National Lab

(More details will be forthcoming in September)



*Sponsored by the
DOE Office of Science and the
Brookhaven National Laboratory*



<http://hss.energy.gov/HealthSafety/ism/>

ISM Workshop 2007 Topical Areas

Work Planning and Control – This topical area is intended to identify and share best practices and lessons learned in work planning and control (ISM at the activity level). Potential topics within this area include:

- Progress and Results from WPC Action Plans
- Best Practices in Work Planning & Control in Laboratory Settings, including for Research and Development activities
- Best Practices in Work Planning & Control for Maintenance and Operations
- Best Practices in Work Planning & Control for Design and Construction
- Best Practices in Work Planning & Control for Decontamination & Decommissioning
- Work Planning and Control: A Worker's Perspective
- Best Practices for Promoting Worker Involvement in Work Planning & Control
- Best Practices in Work Planning & Control for subcontractors
- Best Practices in Work Planning & Control for students, visitors, and collaborators
- Work Planning & Control in Voluntary Protection Programs (VPP)
- Other relevant topics related to Work Planning & Control

Feedback and Improvement (F&I) – This topical area is intended to identify and share best practices and lessons learned for the ISM function of feedback and continuous improvement. Potential topics within this area include:

- Progress and Results from F&I Action Plans
- Contractor Assurance Systems (per DOE Order 226)
- Best Practices in Self-Assessment Programs
- Worker Feedback Systems and Ideas Systems
- Best Practices in Causal Analysis and Extent of Condition Reviews
- Trending of Issues and Identification of Recurrent Issues
- Best Practices in Effectiveness Verification Reviews
- Safety Management Performance Measures
- Operating Experience program lessons learned
- Project management lessons learned
- Other relevant topics related to Feedback and Improvement

Integrating Management Systems Across Life-Cycle and Functional Areas – This topical area is intended to identify and share best practices and lessons learned for integrating management systems across facility life-cycles and functional areas. Potential topics:

- Integrating Safety into the Design and Construction of Projects (DOE-STD-1189)
- Integrating Safety into Decontamination & Decommissioning
- Best Practices during transition of Life-Cycle Phase
- Integrating Safety and Mission
- Integrating Safety and Safeguards and Security and Cyber Security (Panel)
- Integrating Safety and Quality Assurance
- Integrating Safety and Environmental Management Systems
- Integrating Safety and Procurement

- Integrating ISMS and Voluntary Protection Programs (VPP)
- Integrating ISMS and 10CFR851 implementation
- Integrating ISMS and LOCAS (DOE Order 226 Implementation)
- PAS 2006 (British Nuclear Standards)
- Other relevant topics related to integration of management systems

Developing Effective Safety Culture – This topical area is intended to identify and share best practices and lessons learned for developing and sustaining effective safety culture. Potential topics within this area include:

- Implementation of ISM Principles and Supplemental Safety Culture Principles
- Best Practices in Implementing Human Performance Improvement (HPI)
- Best Practices in Cultural Assessments and Surveys
- Best Practices in Cultivating Desired Safe Practices and Behaviors
- Best Practices in Promoting Worker Involvement
- Best Practices in Implementing Voluntary Protection Programs (VPP)
- Encouraging Questioning Attitudes and Handling Differing Professional Opinions
- Cultivating a Safety Culture within a Creative Environment
- Best Practices in Continued Development of Employee Technical Capabilities
- Best Practices in Improving Safety – A Worker’s Perspective
- Best Practices in Improving Safety – A Researcher’s Perspective
- Inter-Agency Panel on developing High Reliability Organizations
- Best practices in ISMS development and implementation after new contract awards
- Union perspectives on Improving Safety and Worker Involvement
- Other relevant topics on developing effective safety culture

DOE Implementation of ISMS Requirements – This topical area is intended to identify and share best practices and lessons learned for implementing the ISMS requirements in the DOE ISM Manual (DOE M 450.4-1) for both DOE and contractors. Potential topics within this area include:

- DOE Oversight (DOE Order 226 implementation)
- ISMS Descriptions – Processes for Updating
- ISMS Annual Review and Declarations by DOE and contractor organizations
- ISMS Safety Management Performance Objectives, Measures, and Commitments
- Best Practices in ISMS-related direction and oversight during Contract transition
- Best practices on conducting ISM verifications
- Best Practices in Requirements Identification and Management
- Lessons Learned from DOE Enforcement activities
- Lessons Learned from Independent Oversight activities
- Other relevant topics on DOE implementation of ISMS requirements

ISM Best Practices Workshop 2007

Abstract and Presentation Outline Submittal Form

Details about Topical Areas

<https://www.bnl.gov/ismworkshop/topicalAreas.asp>

Topical Area (check one):

- Work Planning and Control
- Feedback and Improvement (F&I)
- Integrating Management Systems Across Life-Cycle and Functional Areas
- Developing Effective Safety Culture
- DOE Implementation of ISMS Requirements

Presentation Title:

Name, Organization, E-mail Address & Phone Number of Primary Author (Presenter):

Co-Authors' Names & Organizations (as applicable):

Abstract:

Presentation Outline:

- I. Introduction
- II.
- III.
- IV.
- Conclusion

Send completed Abstract Form to:
ISMWorkshop@bnl.gov