



Idaho Operations Office  
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## COURSE DESCRIPTION

- Course Title:** DOE Conduct of Operations Awareness
- Course Length:** Sixteen hours
- Course Limit:** 30 students
- Intended Audience:** DOE and contractor first line supervision and line personnel, primarily from operations and technically oriented areas, who seek to improve understanding of the importance of conducting operations in a formal, disciplined operating environment.
- Course Description:** This interactive course introduces the student to the concepts of a formal operating environment as enveloped by DOE Order 5480.19, "Conduct of Operations Requirements for DOE Facilities" and the DOE Standards titled "Guides to Good Practices for Conduct of Operations." The students will analyze and discuss several video and written case studies from several industries. The instructor will facilitate these discussions to help the class derive relevant answers as well as show practical application to their work environment. Each of the eighteen chapters to DOE Order 5480.19 will be addressed, along with the Principles of Operations.
- Supporting Material:** Conduct of Operations Awareness Student Workbook
- Evaluation:** Subjective, based upon student's active participation
- Prerequisites:** Familiarity with DOE Order 5480.19
- Cost:** Estimate available upon request
- Attachments:** Course outline
- Point of Contact:** Bill Lapsansky  
Manager, Idaho Operations  
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# Epsilon Systems Solutions, Inc.

## COURSE OUTLINE

**Course Title:** DOE Conduct of Operations Awareness

**Outline:**

1. **Introduction to Conduct of Operations Awareness**
  - a. Course Purpose
  - b. Video Case Study
2. **DOE Order 5480.19, "Conduct of Operations Requirements for DOE Facilities"**
  - a. Chapter 1 - 18 Overview
  - b. Discussion
3. **Teamwork Awareness**
  - a. Why Teamwork is Necessary
  - b. Video Case Study
4. **Procedures**
  - a. What They Are
  - b. Purpose
  - c. Why They Are Used
  - d. How to Use Them
  - e. Observation and Practical Exercise
5. **Communications**
  - a. Communications Model
  - b. Communications Techniques Explained
  - c. Video Case Study
6. **Non-routine Operations**
  - a. Video Case Study
  - b. Discussion and Remarks
7. **Lockout/Tagout**
  - a. Program Purpose
  - b. Requirement for Protective Materials and Hardware
  - c. Application and Removal Methods
  - d. Temporary Removal Methods
- e. Group Lockouts/Tagouts
- f. Exceptions
8. **Independent Verification**
  - a. Requirements
  - b. Techniques
  - c. Relation to Lockout/Tagout and Control of Equipment & System Status
9. **Routine Operating Practices**
  - a. Daily Routines
  - b. INPO Observation Video - Analysis and Discussion
10. **Operator Aids**
  - a. Discussion
  - b. Equipment and Piping Labeling
11. **Fundamental Watch Standing and Operating Principles**
  - a. Elements of Watch Standing and Operating Principles
  - b. Discussion of Elements
  - c. Applications
  - d. Relevance of Root Cause
12. **Effects of Non-Compliance**
  - a. Written Case Study
  - b. Applicability to Conduct of Operations
13. **Course Wrap-up**
  - a. Safe Operating Envelope
  - b. Closing Comments