

Sharing Lessons Learned

Presented by John Bickford
Project Hanford Lessons Learned Coordinator

(509) 373-7664
FAX: (509) 372-3950
PHMC_Lessons_Learned@rl.gov

What We Will Cover

- What is a Lesson Learned?
- The current program
- Tools for sharing knowledge

Definition

- A good work practice or innovative approach that is captured and shared to promote repeat applications
- An adverse work practice or experience that is captured and shared to avoid a recurrence

Lessons Learned Format

Title:

Date:

Identifier:

Lessons Learned Summary:

Discussion of Activities:

Analysis:

Recommended Actions:

Estimated Savings/Cost Avoidance:

Priority Descriptor:

Work / Function:

Hanford Functional Categories:

Hazard:

ISM Core Function:

Originator:

Contact:

Authorized Derivative Classifier:

Reviewing Official:

Keywords:

References:

Reasons to Share Lessons Learned

- **Safety** of our workers
- DNFSB criticism of DOE
- PAAA implications
- ISMS Feedback and Improvement
- Saving \$\$\$
- Required by a number of DOE Orders or Standards

DOE Lessons Learned Flow

ENTER



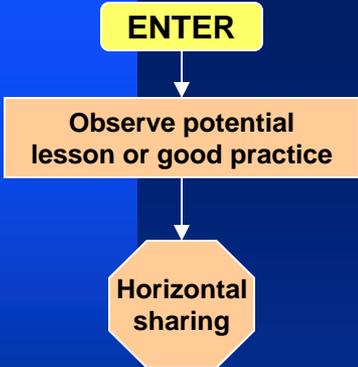
Observe potential lesson or good practice

FIELD

SHARED

HQ

DOE Lessons Learned Flow



- FIELD
- SHARED
- HQ

ENTER

DOE Lessons Learned Flow

Observe potential lesson or good practice

Input to local Lessons Learned system— Usually a Lesson Learned Coordinator or a computer system

Horizontal sharing

- FIELD
- SHARED
- HQ

ENTER

DOE Lessons Learned Flow

Observe potential lesson or good practice

Input to local Lessons Learned system— Usually a Lesson Learned Coordinator or a computer system

Analyze/Verify for local applicability

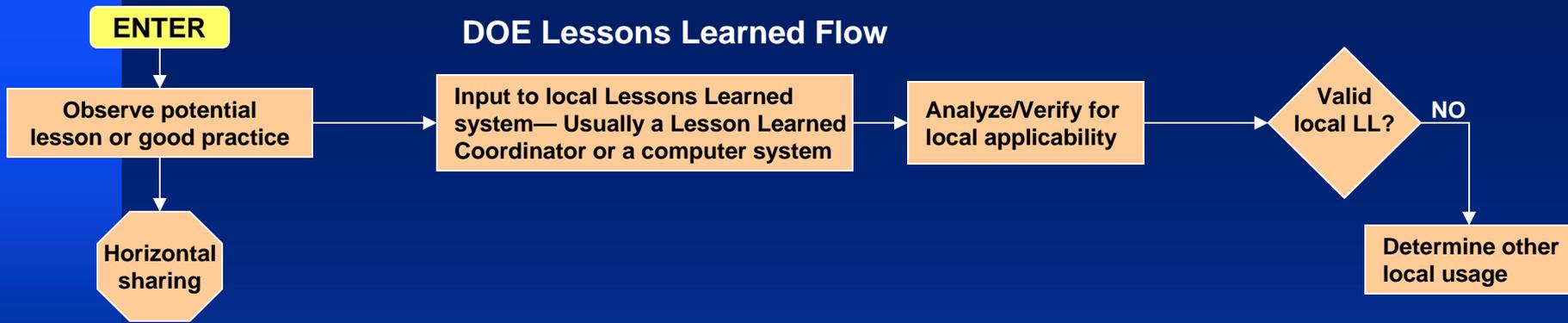
Horizontal sharing

FIELD

SHARED

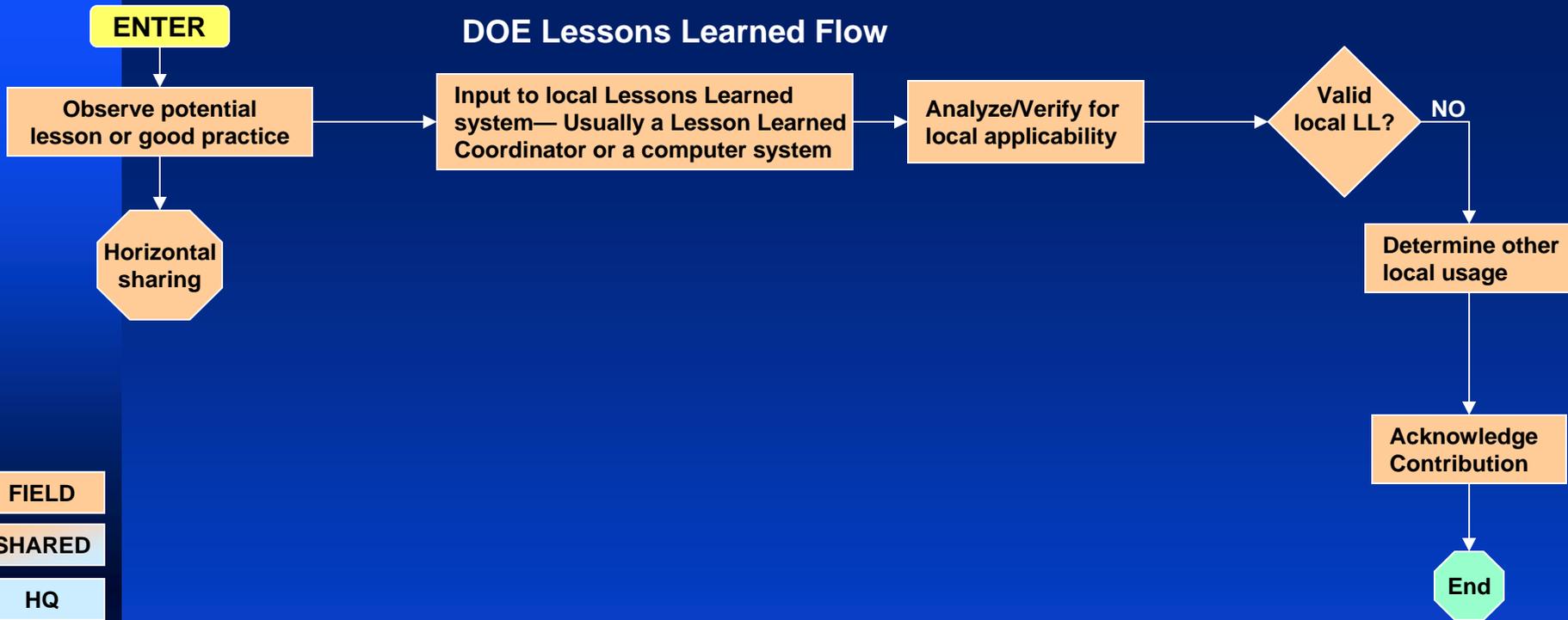
HQ

DOE Lessons Learned Flow



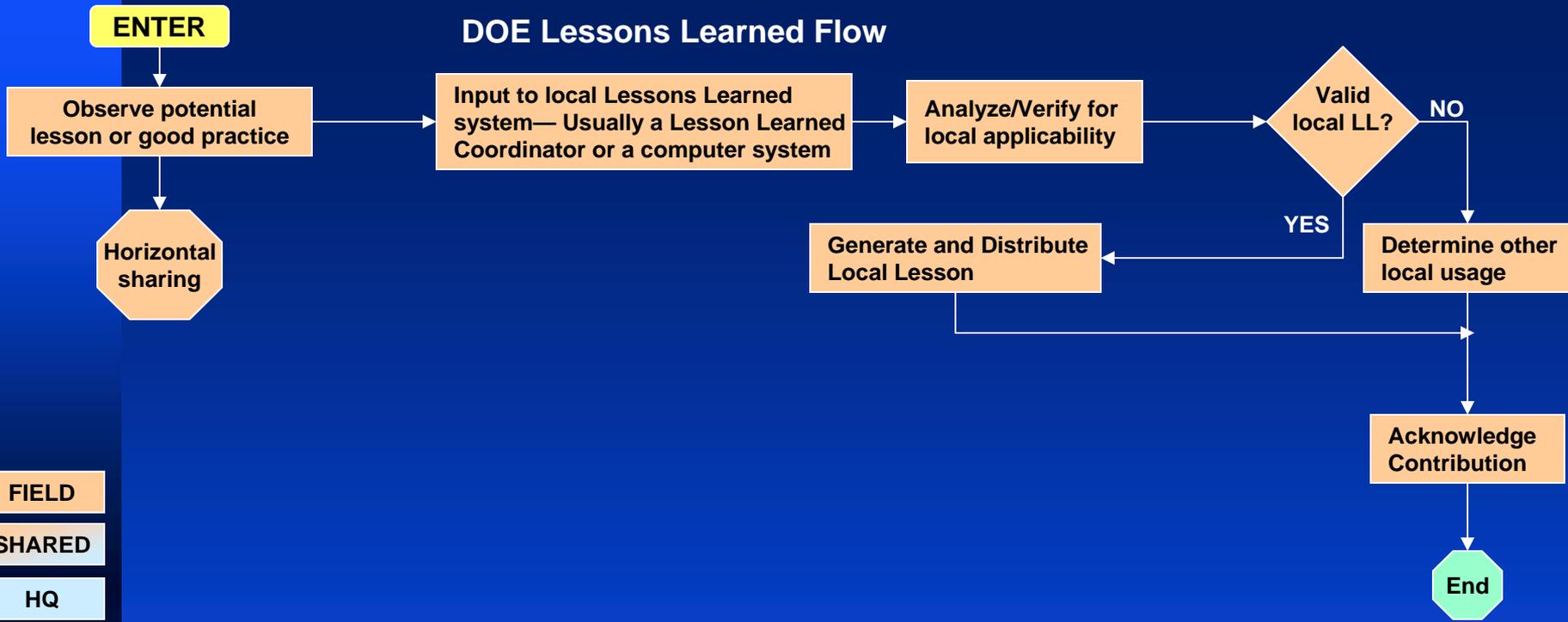
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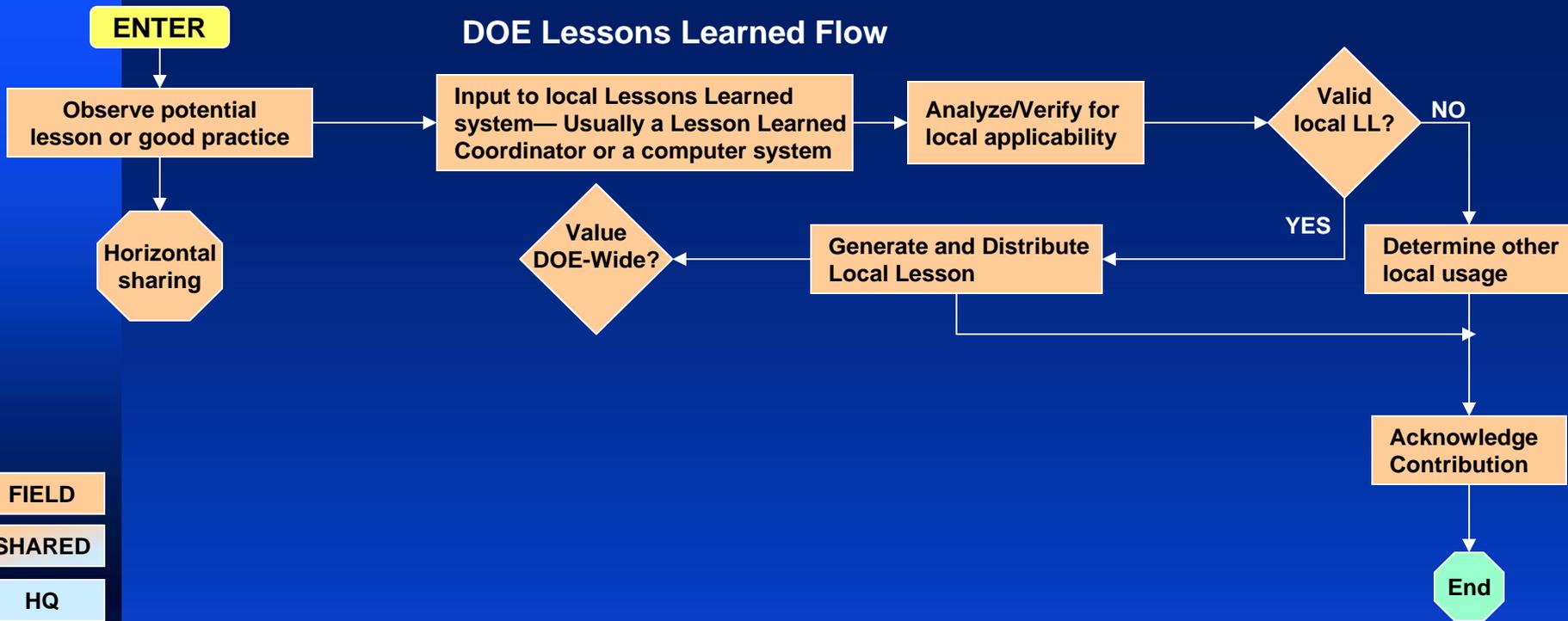


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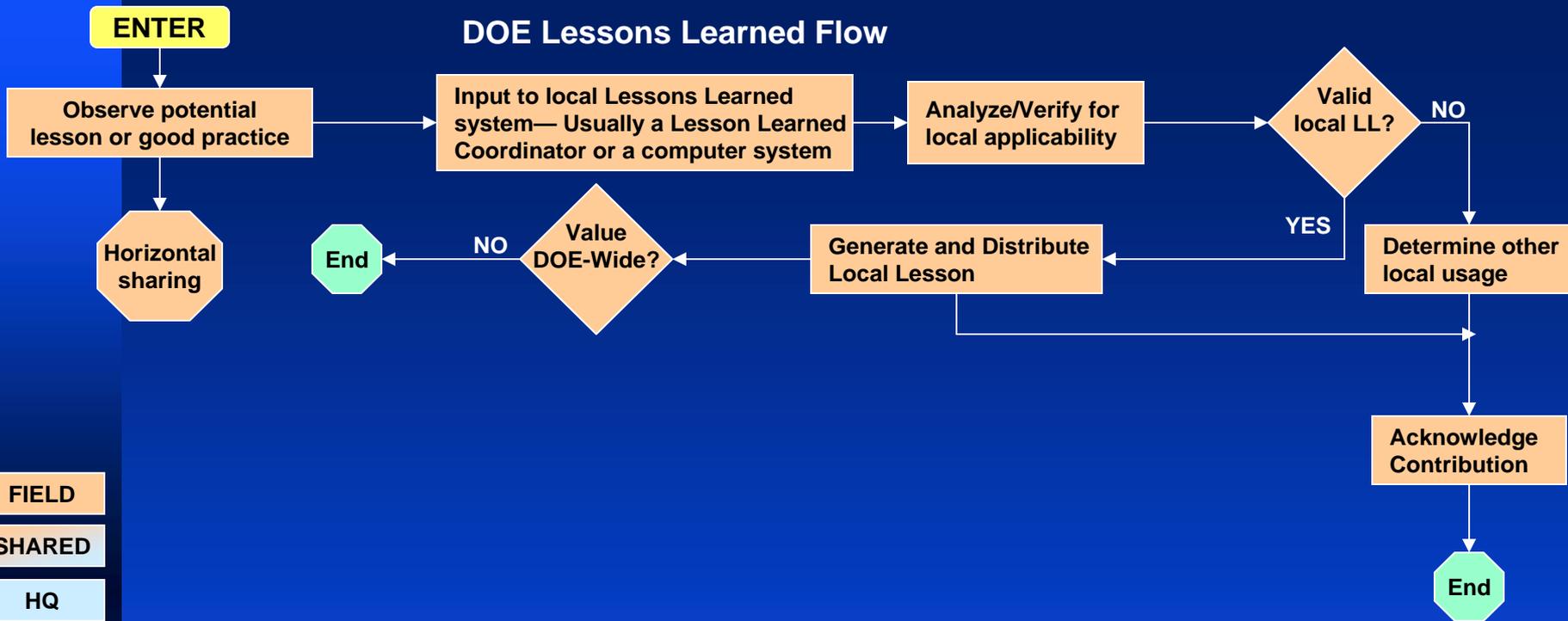
DOE Lessons Learned Flow



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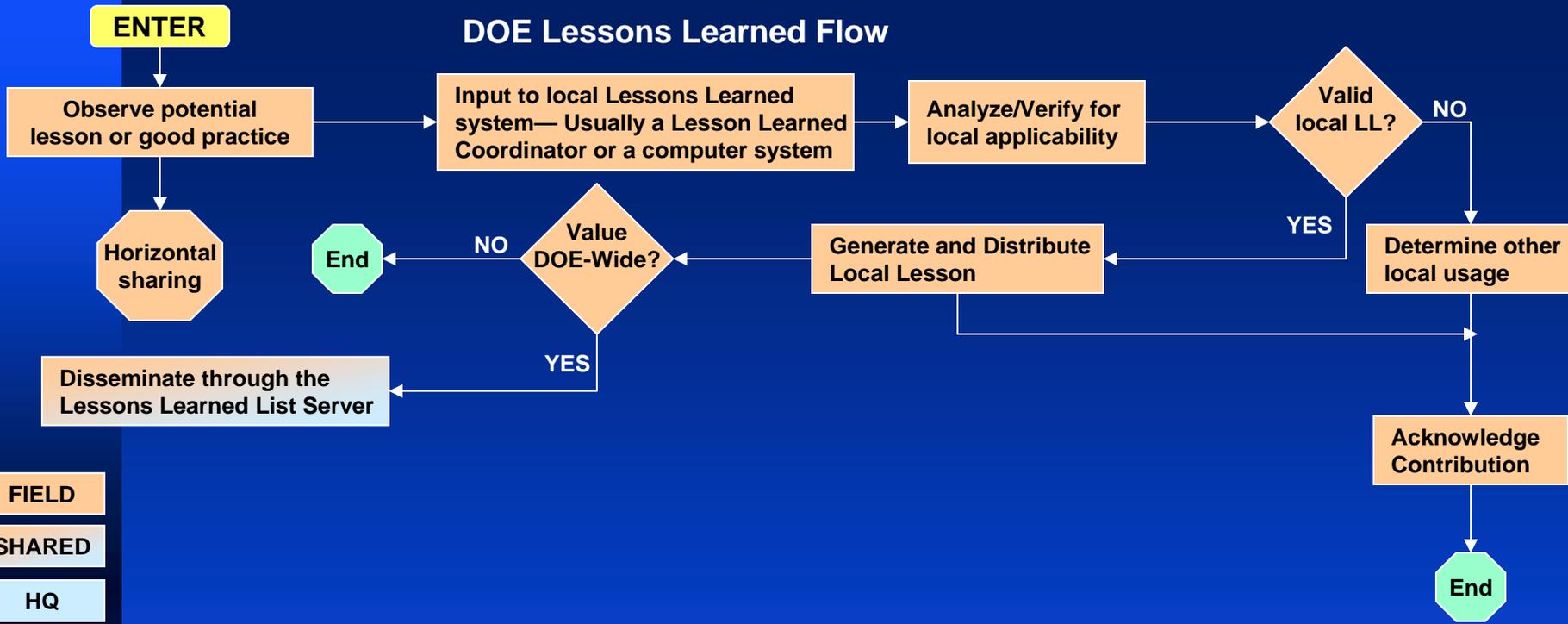


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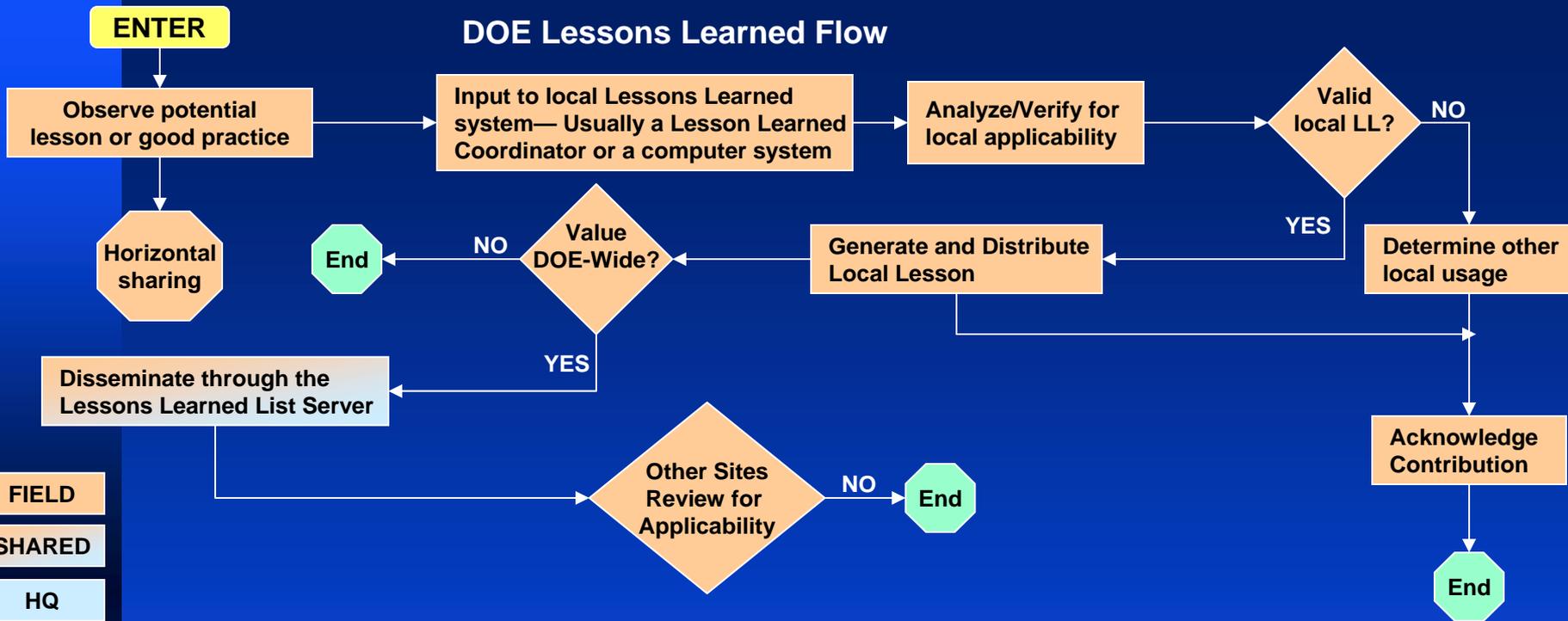


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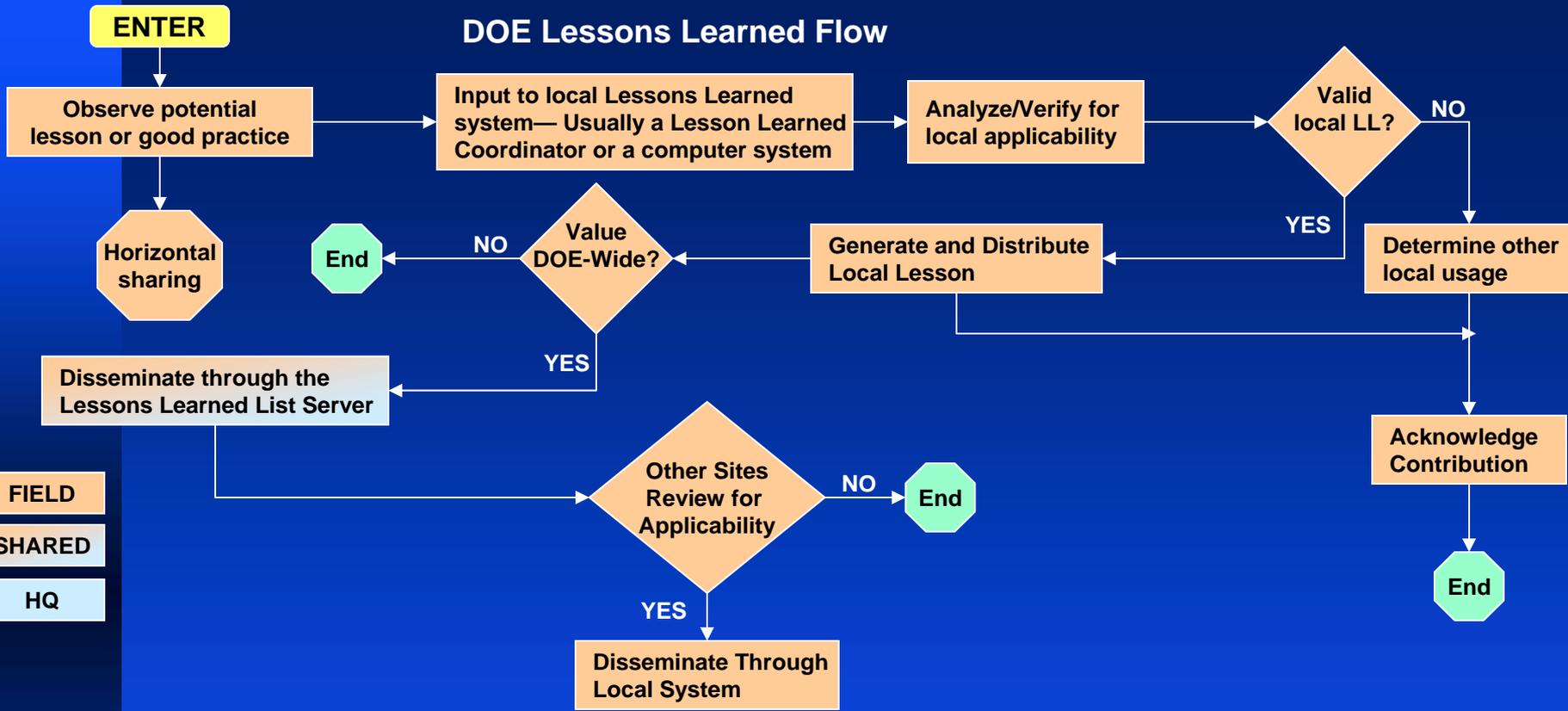


DOE Lessons Learned Flow



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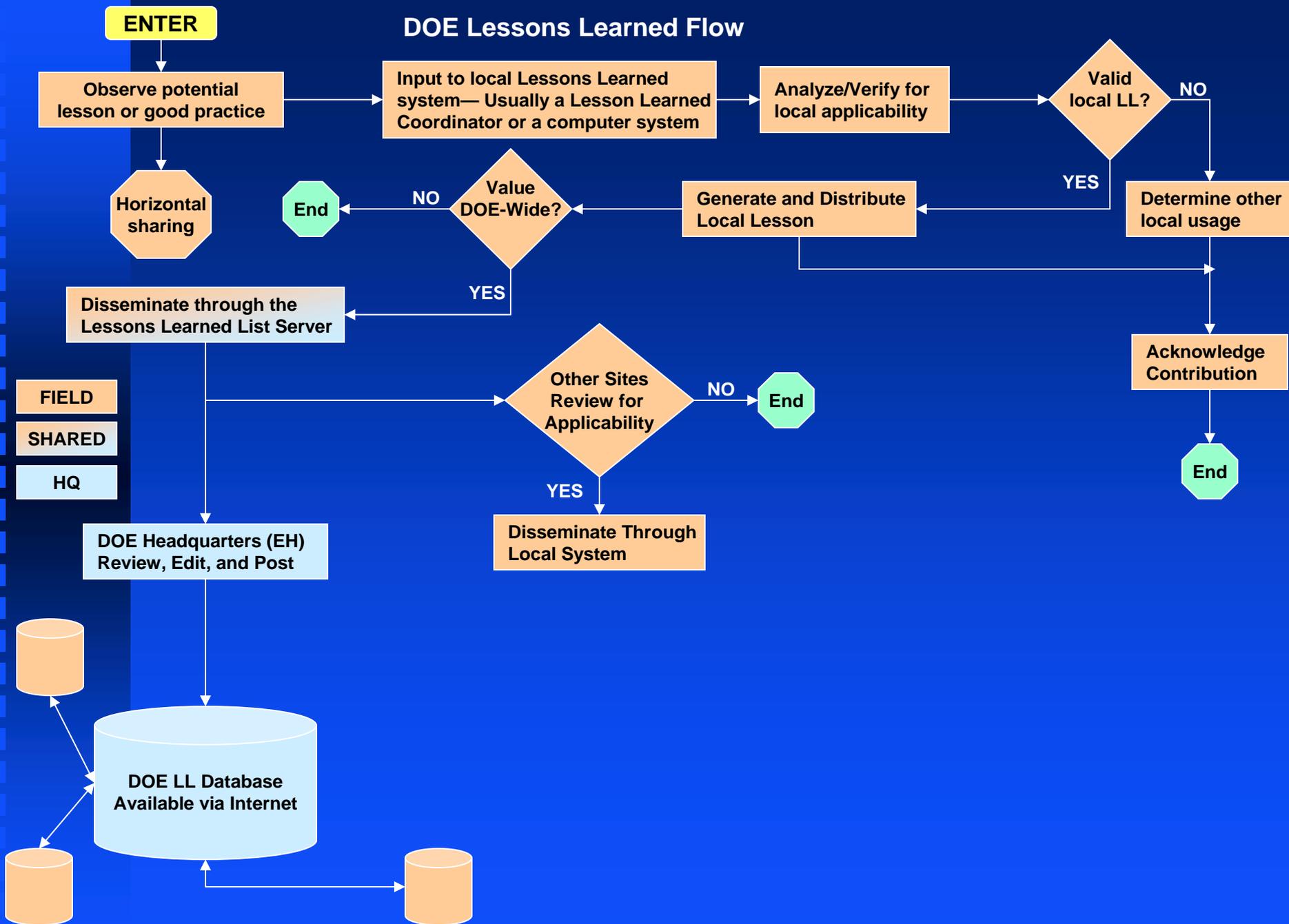
DOE Lessons Learned Flow



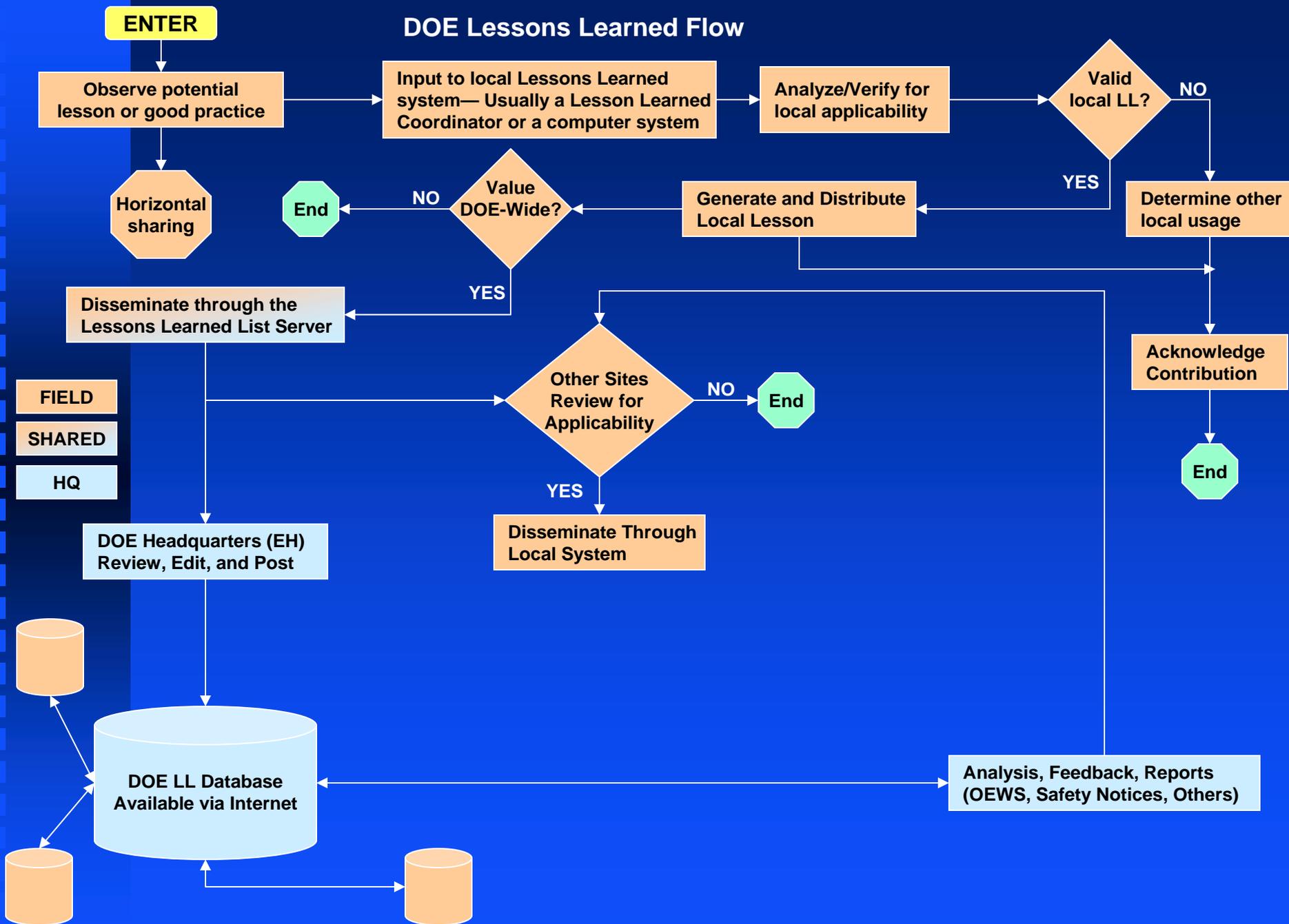
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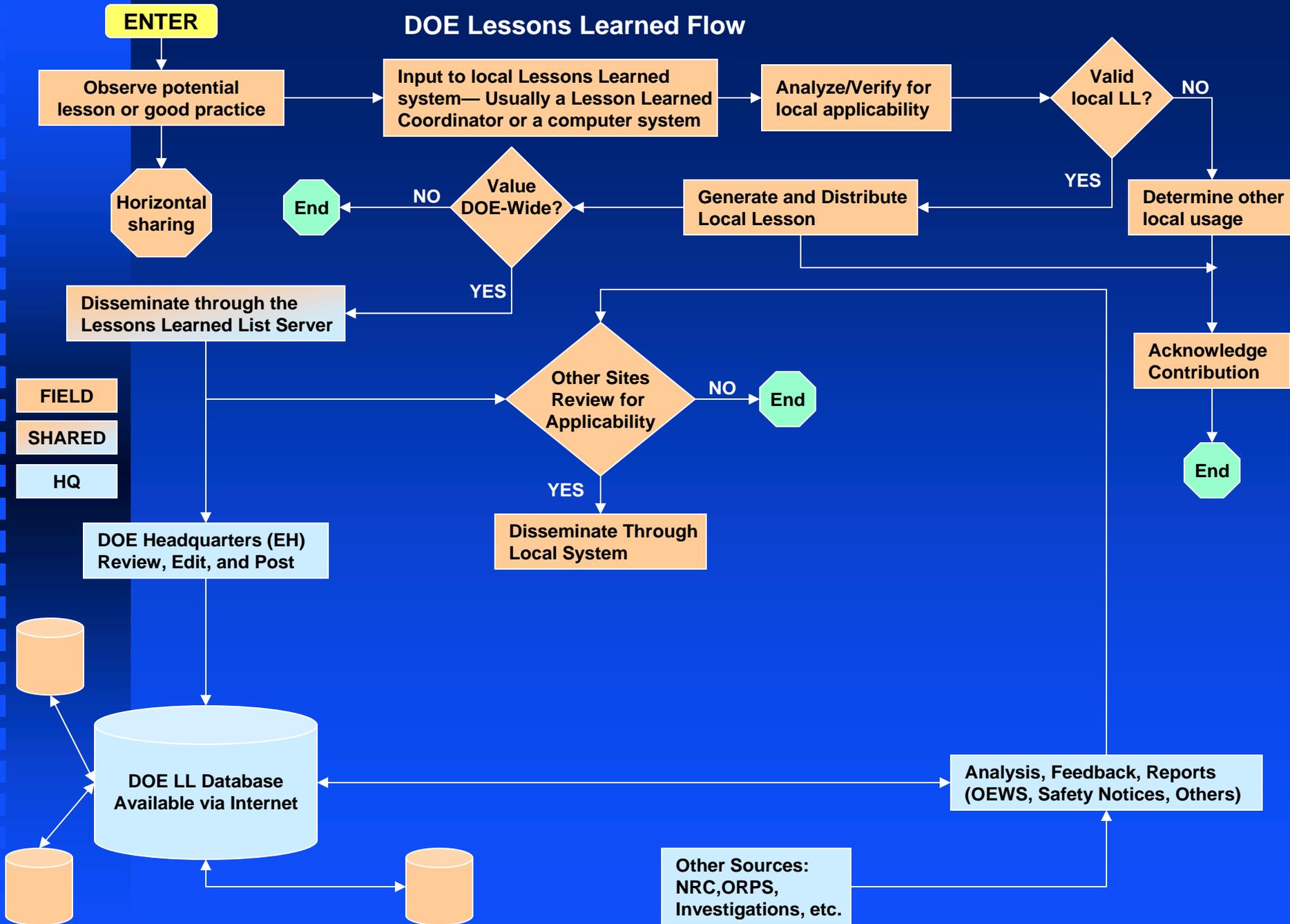


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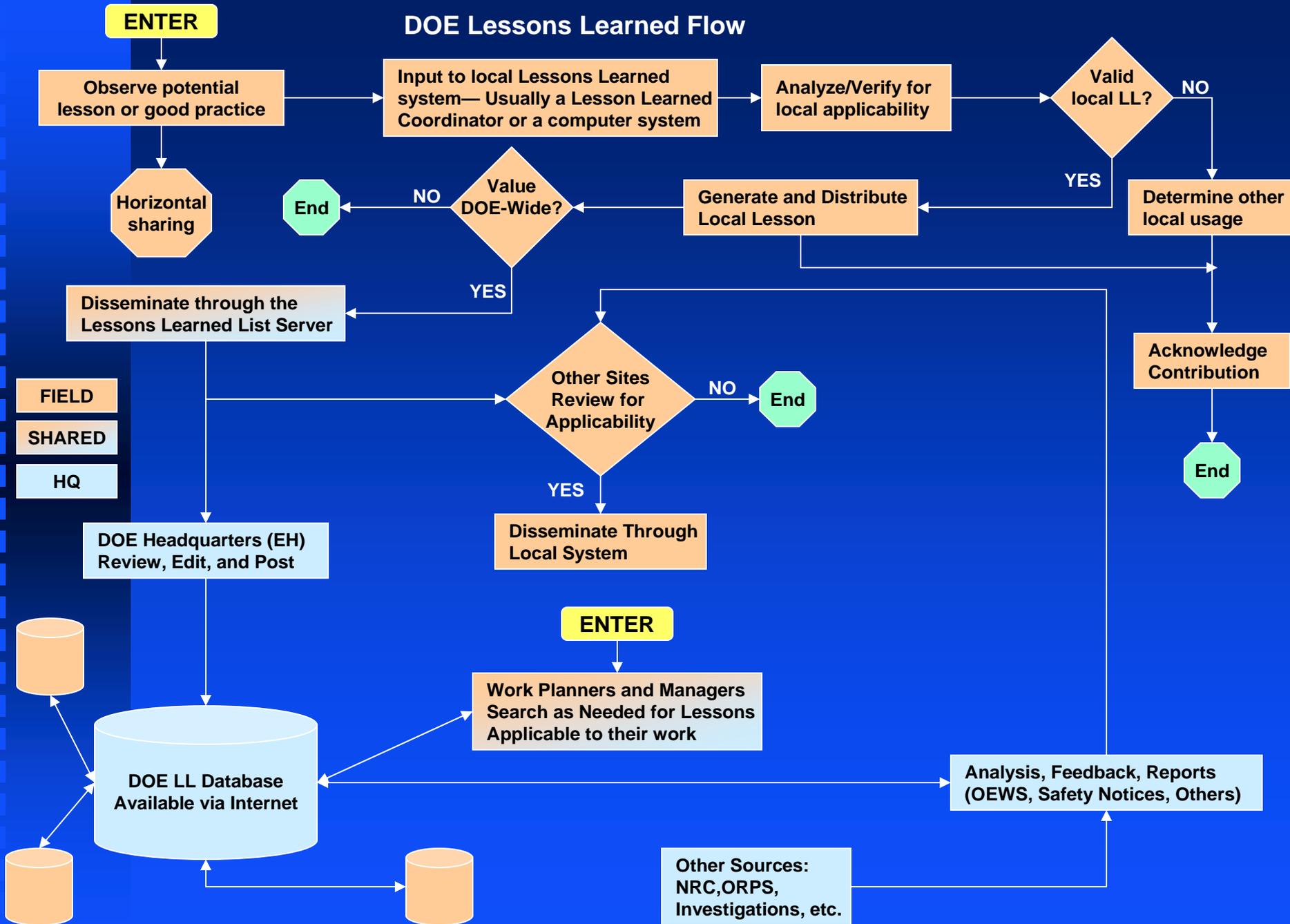


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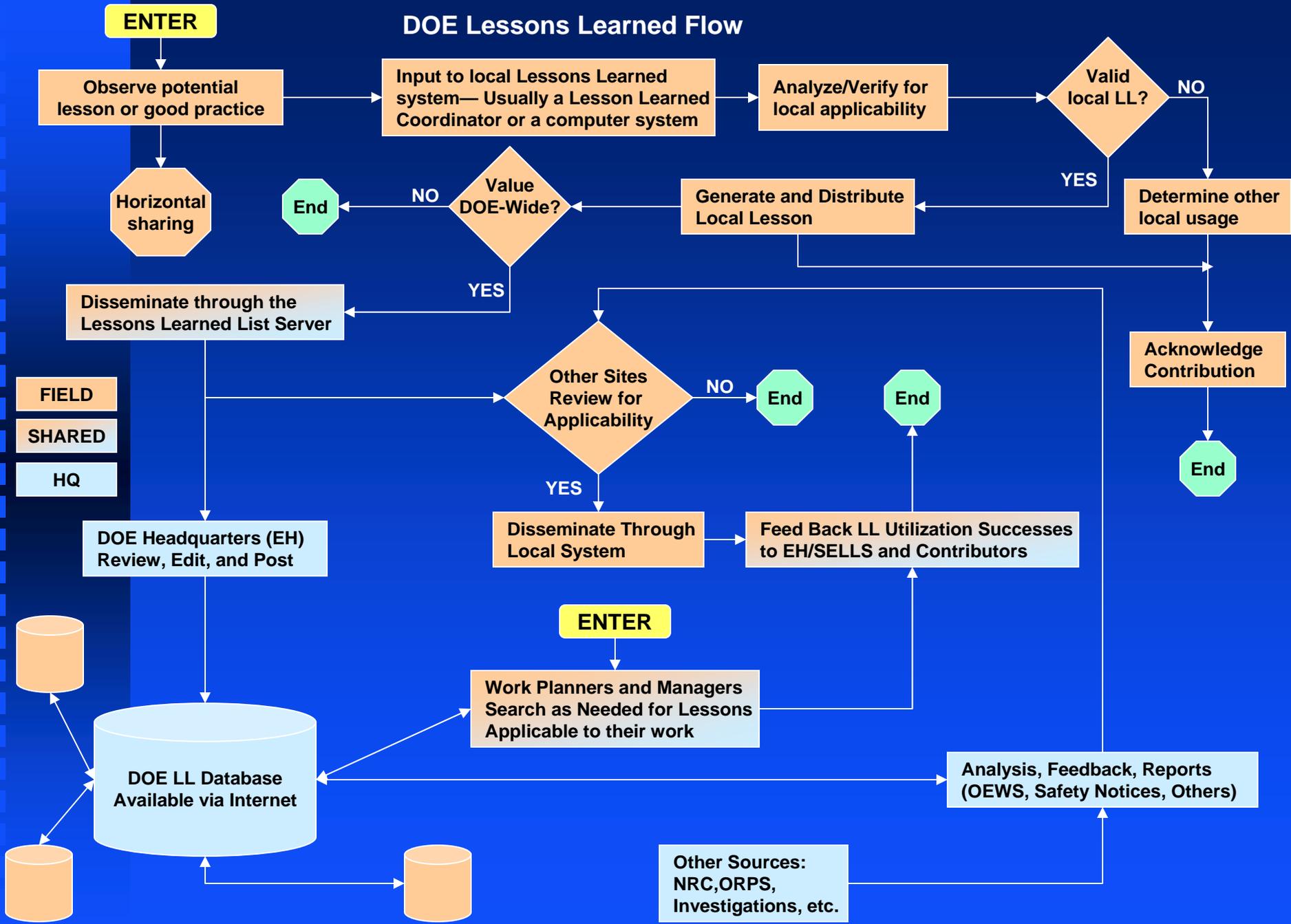


DOE Lessons Learned Flow



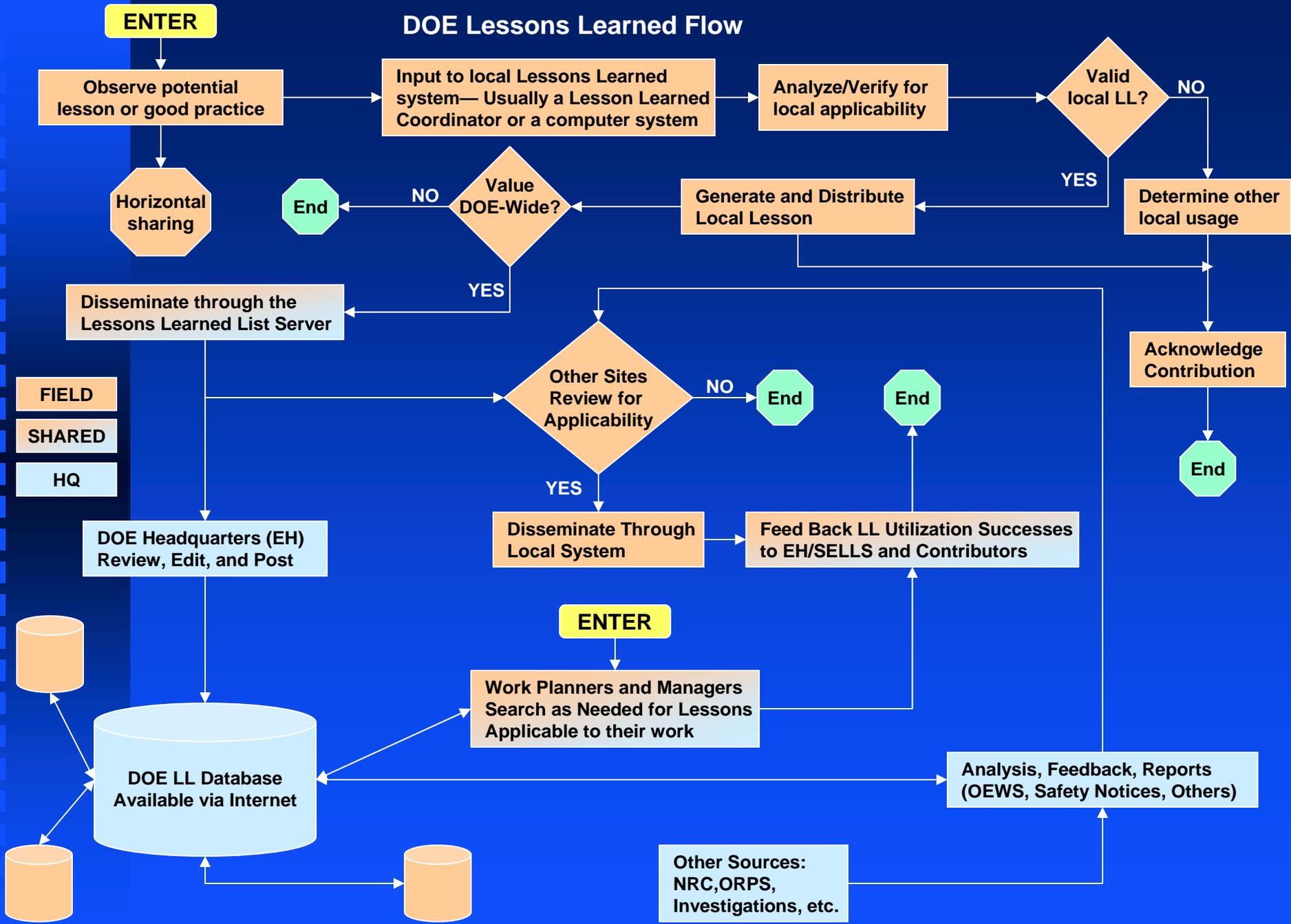
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DOE Lessons Learned Flow



- FIELD
- SHARED
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Tools for Sharing Knowledge

- DOE lessons learned listserver
 - ◆ Internet e-mail
 - ◆ Over 600 subscribers before transition
- SELLS listserver
- Lessons learned Web sites
- Weekly conference calls
- Semiannual meetings

Lessons Learned “On-line”

■ Listservers

- ◆ DOE-LL (Alerts)

- ◆ SELLS (Admin)

- ◆ Subscribe at:

 - <http://hqlnc.doe.gov/list/SellsListServer.nsf/>

■ Home page

- ◆ <http://www.tis.eh.doe.gov/ll/>

Conclusion

- Lessons learned can help everyone work safer, more efficiently, and more economically.