

# **Facility Representative Program**

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## **DOE/DNFSB INTERFACE WORKSHOP**

April 3, 2001

### **STRATEGIC GOAL**

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**Improve the  
Facility Representative Program  
and Achieve Continued Excellence  
in Facility Review**

## **Objective 1**

### **Strengthen the network of Facility Representatives**

#### **ACTIONS**

##### **Process:**

- Hold the annual Facility Representative Workshop as a forum for networking - May 2001
- Conduct periodic site visits - Spring/Summer/Fall 2001
- Hold monthly Steering Committee meetings - Ongoing
- Form Facility Representative working groups to resolve issues and achieve improvement - Ongoing

##### **Content:**

- Maintain and improve the Facility Representative web site to include bio's - August 2001
- Determine opportunities for improvement to be worked - Ongoing
  - Self assessments
  - Performance indicators

## **Objective 2**

### **Improve management awareness and use of Facility Representatives**

#### **ACTIONS**

##### **Process:**

- Hold the annual Facility Representative Workshop to share experiences between sites - May 2001
- Disseminate program performance indicators via formal memo to Secretarial Officers - Quarterly
- Communicate through Program Sponsors - Ongoing

##### **Content:**

- Sites conduct program self-assessments - every 3 years
- Complete HQ self-assessments - Dec 2000
- Provide line managers accurate objective information as a basis for actions – Ongoing

### **Objective 3**

**Elevate the stature of the Program consistent with contributions to complex-wide safety**

#### **ACTIONS**

##### **Process:**

- Continue the Facility Representative of the Year Award to encourage competition in performance excellence - Next award presentation in May 2001
- Communicate through Program Sponsors - Ongoing

##### **Content:**

- Revise program standard with strengthened roles and responsibilities - Completed
- Incorporate basic program requirements in Directives system - Completed

## **Objective 4**

### **Enhance the career progression of the Facility Representatives**

#### **ACTIONS**

##### **Process:**

- Execute a focused core and technical qual training course - May - June 2001
- Encourage Facility Representative participation on ISM Annual Reviews and Operational Readiness Reviews/Readiness Assessments - Ongoing
- Identify ways to better develop management skills for future career opportunities - Ongoing

##### **Content:**

- Provide information from former Facility Representatives - May 2001
- Program Offices explore possible detail assignments – 2001