

FY2017 ORP Safety Culture Sustainment Plan

Status of 2016 SCSP and Ongoing Actions				4 Completed in 2016		
				15 Implemented and Sustained		
Action	Definition	POC	Leadership	Workers Engaged	Org Learning	Status
Employee Expectations (ABCTV)	ORP Manager's Employee Expectations	ORP Manager	X	X		Mandatory Workshop Completed – May 2015 Lanyards provided to staff to demonstrate support of the expectations
Contractor Incentives (PEMP)	Contractor performance evaluation and measurement plans	ORP Manager	X			2015 – Incentives incorporated in PEMP's, quarterly oversight and annual evaluations are conducted to ensure continuous improvement.
Federal Employee Viewpoint Survey (FEVS)	Tool used to measure employee perceptions across the federal complex	Safety Culture Monitoring Panel			X	Managers communicated 2015 Organizational Management Report (OMR) results to staff in a transparent manner and requested feedback in order to tailor improvement actions for their organizations

Status of 2016 SCSP and Ongoing Actions	Completed in 2016
---	-------------------

				Implemented and Sustained		
Action	Definition	POC	Leadership	Workers Engaged	Org Learning	Status
ORP OSCIC Internal Assessments	Tool used to measure the effectiveness of the safety culture improvement initiatives	Safety Culture Monitoring Panel	X	X	X	OSCIC charter revised to include a Safety Culture Monitoring Panel February, 2016. Safety Culture/SCWE assessment completed in CY2016.
BNI Management Improvement Plan (MIP)	MIP establishes processes, procedures, and metrics that will result in an overall quality program that fully meets contractual requirements	WTP/QAD	X			WTP Sponsored Assessment 24590-WTP-SAR-PM-15-0001, <i>Rev 1, Managed Improvement Plan Implementation Sponsored Assessment</i> , was conducted. Contractors Nuclear Safety and Quality Culture (NSQC) Monitoring Plan was evaluated as complete, institutionalized and effective. Contractor will continue to implement NSQC Plan.
Board of Directors (BOD)	The BOD meets monthly to solve and recommend org improvement	Division Directors			X	The BOD Chair attends Safety Culture Monitoring Panel meetings to receive and provide feedback

Status of 2016 SCSP and Ongoing Actions	Completed in 2016
---	-------------------

				Implemented and Sustained		
Action	Definition	POC	Leadership	Workers Engaged	Org Learning	Status
Questioning Attitude Metrics (Issues Management, Suggestions Boxes, etc.)	Methods available for employees to raise issues and provide ideas for improvement	TRS / Safety Culture Monitoring Panel	X	X	X	These metrics remain in development through the Safety Culture Monitoring Panel. The ORP Safety Culture Survey was initiated and used successfully by the Monitoring Panel.
Senior Leadership Team (SLT) *Name changed after SCSP developed	Leadership evaluation and feedback based on org learning tools	ORP Mgr	X		X	OSCIC charter revised to include Senior Management Team (SMT)* February, 2016. Safety Culture Monitoring Panel submits biennial report to SMT.
External Reviews/Assist Visits	Method to seek input and understanding from third parties	ORP Mgr / Safety Culture Monitoring Panel			X	Office of Enterprise Assessment completed WTP Follow-up Assessment in June 2015.
Management (self) Assessments	Leaders assess their processes to identify issues than hinder their organizations from achieving objectives	ORP Leaders / Safety Culture Monitoring Panel	X		X	The Safety Culture Monitoring Panel determined that improvements are needed for this process and a sub-team is being established to evaluate current processes and plan improvement activities.

Status of 2016 SCSP and Ongoing Actions				Completed in 2016		
				Implemented and Sustained		
Action	Definition	POC	Leadership	Workers Engaged	Org Learning	Status
Safety Culture Monitoring Panel * Name changed after SCSP developed Solidify metrics.	Provide a staff voice, line management accountability, and organizational conscience. Strategic long-term OSCIC initiatives.	OSCIC Lead	X	X	X	The Safety Culture Monitoring Panel met 6 times in 2016 and are working on its first biennial report to the Senior Management Team. This team continues to develop the data feed for safety culture evaluations.
OSCIC Quarterly Team *Renamed to OSCIC Employee Engagement Team	Employee driven team that identifies and develops short-term improvement actions.	OSCIC Liaison * Was OSCIC Lead		X	X	The OSCIC Liaison provides status and Safety Culture Monitoring Panel meetings. The OSCIC Employee Engagement Team completed its first annual offsite with the goal of improving its charter and developing an FY17 work plan.

Status of 2016 SCSP and Ongoing Actions				Completed in 2016		
				Implemented and Sustained		
Action	Definition	POC	Leadership	Workers Engaged	Org Learning	Status
Office of the Chief of Staff (COS) Quarterly Input	Collaborates with the Safety Culture Monitoring Panel to identify training and staff development needs.	COS			X	The COS is a chartered member of the Safety Culture Monitoring Panel. The COS provides email blasts that are considered instrumental in the support safety culture initiatives. Mandatory ISM/SC/SCWE training was conducted in March of 2016.
Employee Concerns Program (ECP)	Provides employees with alternate avenues to have their concerns independently , objectively, and confidentially addressed	Richland Office		X	X	The ECP Manager is a standing invited member of the Safety Culture Monitoring Panel. The ECP Manager provides the Safety Culture Monitoring Panel with an understanding of areas of potential commonalities to support a holistic view as the Safety Culture Monitoring Panel conducts evaluations.

Status of 2016 SCSP and Ongoing Actions				Completed in 2016		
				Implemented and Sustained		
Action	Definition	POC	Leadership	Workers Engaged	Org Learning	Status
Differing Professional Opinion	Provides employees with an alternative avenue to have technical issues raised when opinions differ from management decisions.	Richland Office *From TRS		X	X	The DPO Manager is a standing invited member of the Safety Culture Monitoring Panel. The DPO Manager provides the Safety Culture Monitoring Panel with an understanding of areas of potential commonalities to support a holistic view as the Safety Culture Monitoring Panel conducts evaluations.
ORP Training Program (e.g., Leadership Education and Development, on-board process, etc.)	Strategic training plan that includes several mechanisms and techniques that support COS initiatives.	COS	X	X	X	LEAD was developed and approved in 2015. Implementation in 2016 did not progress. Plans to implement in 2017.

Status of 2016 SCSP and Ongoing Actions				Completed in 2016		
				Implemented and Sustained		
Action	Definition	POC	Leadership	Workers Engaged	Org Learning	Status
<p>Assessment Program Committee (APC) (contractor metrics review)</p> <p>*Changed to Assessment Program Review (APR)</p>	Evaluates contractor status to determine what oversight processes are identifying so that ORP can direct course corrections.	TRS	X		X	<p>Performance reviews are conducted quarterly to evaluate oversight needs based on perceptions of contractor performance provided in context of the basis for those perceptions.</p> <p>APR information is being evaluated by the Safety Culture Monitoring Panel as a potential data source to measure the health of ORP culture.</p>
Contractor Collaboration	Sharing of OSC lessons learned and experiences that demonstrate safety culture attributes to workers.	TRS / Safety Culture Monitoring Panel			X	<p>The ORP Safety Culture Program Advisor (TRS) meets regularly with contractor counterparts.</p> <p>The Safety Culture Monitoring Panel reviews contractor metrics as part of its evaluations.</p>

Status of 2016 SCSP and Ongoing Actions				Completed in 2016		
				Implemented and Sustained		
Action	Definition	POC	Leadership	Workers Engaged	Org Learning	Status
Industrial Safety	Evaluates protections put in place to ensure that workers are protected from hazards that could cause injury.				X	Both ORP and its contractors maintain Days Away from Work and Total Recordable Rates in the CAIRS System. Thresholds are established. The Safety Culture Monitoring Panel continues to evaluate how these rates play into the overall holistic view of the health of safety culture at ORP.

Additional 2017 SCSP Actions						
Action	Definition	POC	Leadership	Workers Engaged	Org Learning	Time Frame
Continuous Improvement – Issues Management System Training	Refresher training provided as needs are identified.	COS/ TRS	X	X	X	Through 6/30/18
Continuous Improvement – Management Refresher Training	Refresher training provided as needs are identified.	COS	X	X		Through 6/30/18
Continuous Improvement – Safety Culture Refresher Training	Capitalize on momentum of tools provided during ABCTV and ISMS training	COS/ TRS		X	X	Through 6/30/18
ORP Safety Culture Survey	Anonymous electronic survey conducted monthly via email sent to a random number of ORP federal staff	TRS		X	X	Implemented in CY2016. Considered sustained action on ORP SCSP.
Strategic ongoing Safety Culture Communications Plan	The plan is intended to strengthen staff understanding of safety culture improvement initiatives.	TRS			X	Initiate by 3/30/2017