

EFCOG Best Practice #91

Best Practice Title: Successful Strategies for Integrating ISMS into the On-Boarding Process

Facility: Idaho National Laboratory – Idaho Cleanup Project

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Brief Description of Best Practice:

Major points and take aways:

- Improve safety culture awareness for new hires through training
- Use Block and Blend Training to identify redundancies found in existing training and consolidate the delivery of training resulting in efficiencies of 30 to 50 percent
- Support operational schedules
- Senior Management kicks off on-boarding session
- Employee Safety Team utilized as trainers
- Employee participation in accelerated learning activities
- Some of the courses in the curriculum include the following:
 - Doing Work Safely (includes ISMS, EMS, COBRA, VPP, and Employee Safety and Health Programs)
 - Electrical Safety for Non-Electrical Workers
 - Radiological Worker Training
 - HAZWOPER Core Training
 - Asbestos Awareness Training
 - Aerial Lift Operator Training

Why the Best Practice was used:

Providing safety culture information from the very beginning of an employee's experience is critical to ensuring each employee acquires the proper perspective of safety in the DOE environment

What are the benefits of the Best Practice:

New employees work experience begins with emphasis on safety through safety culture training. The company president, or other senior managers, participated in the classes and shared their thoughts and expectations concerning worker safety.

What problems/issues were associated with the Best Practice:

The large number of new employees hired in a short period of time presented several logistical problems. For example, working with numerous supervisors and managers to set schedules and coordinating worker transition to job sites was challenging without impacting operations.

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How the success of the Best Practice was measured:

Post training feedback from managers and for the first time in company history, the achievement of one million man-hours without an OSHA recordable accident are two measures of the Best Practice's success.

Description of process experience using the Best Practice: Beginning in 1997 we began exploring the use of block training in our processes, where training classes are stacked or scheduled back to back over a short period of time. In 2005, we started reducing multiple course redundancy by blending similar objectives and combining courses. As time progressed, we observed the positive returns from integrating our safety culture into existing block training. During the new hire training associated with ARRA funding, we furthered the safety culture emphasis by devoting the first morning of classes to subjects associated with our ISMS program such as VPP, COBRA, EMS, and Employee Safety and Health Programs.