**To:** EFCOG Startup & Commissioning Task Team

**From:** Leah Stanley, Team Secretary

**Participants included:**

Chip Lagdon

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Jeff Buczek

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Mike Hicks (DOE)

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John Moon (DOE)

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1. **Section 4 Update**

Chip – About a month ago, the document was revised to include the SMP matrix which has since been reformatted and includes CD1-4 guidelines for each area. The section was also revised to include Lessons Leasrned from SWPF and other peer review reports. Last week a draft was delivered to DOE (Tony and Wilfred) for comments. These are scheduled to be incorporated and uploaded to the website by COB Monday 4/30.

1. **Section 5 Update**

Chip – Frank, Rick Runnels and Bob Lowrie have revised and the latest version will be available on the website by COB Monday 4/30.

**Note:** Overall, we will need to ensure that Best Practices are included in the final document. We are not planning to address Major Modifications in the document at this time; only Start Up and Commissioning of Nuclear facilities.

1. **Next Meetings**
* Regular monthly call will not be held in May but the team is being asked to review section 4 and 5 from the website in preparation for the June face to face.
* EFCOG face to face meeting is scheduled for 6/5-6/7 at the AECOM K street office in DC. More details to come.