**EFCOG**

**INTEGRATED SAFETY MANAGEMENT & QUALITY ASSURANCE**
**Spring 2021 Virtual Meeting April 20 – 22, 2021**

# Safety Culture Task Team Break-Out Session

| Time | Min. | Tuesday, April 20, 2021 | Speakers / Facilitators |
|------|------|-------------------------|-------------------------|
| Call-In Information | | **MS Teams: Click here to join the meeting** <br> **Join by phone:** +1 509-931-1284,,223475513# <br> Phone Conference ID: 223 475 513# | N/A |
| 12:30 pm EST 9:30 am PST | (20 Min.) | Safety Culture Task Team <br> • Welcome and Introductions <br> • Review the agenda <br> Attendance | A. King <br> D. Hammond |
| 12:50 pm EST 9:50 am PST | (40 Min.) | DOE Opening Remarks <br> • Integrated Safety Management (ISM) / Voluntary Protection Program (VPP) <br> • Safety Culture Improvement Panel (SCIP) / Safety Culture <br> • SCIP Community of Practice (CoP) <br> • Employee Concerns Program (ECP) | B. Davy <br><br> J. Goeckner <br> R. Shah /J. Appleton <br> Y. Castanon |
| 1:30 pm EST | (30 Min.) | Lunch Break | |
| 2:00 pm EST 11:00 am PST | (60 Min.) | Safety Culture Task Team <br> • EFCOG Overview <br> • Leadership Succession <br> • Overview and status of FY21 approved work plan <br> ○ Metrics Pilot <br> ○ Teleworking Best Practices & Pilot <br> • Solicitation for Best Practice ideas <br> • FY22 Activity Planning <br> ○ Civility / Stress Management <br> ○ Sustainment Plan Guidance <br> ○ Cultivating Local Communities of Practice | A. King <br> D. Hammond |
| 3:00 pm EST 12:00 pm PST | (60 Min.) | MS Forms for Safety Culture Surveys | P. Oviedo-Ross |
| 4:00 pm EST 1:00 pm PST | | Adjourn | |

**Time Zone Key**

| Zone | Time |
|------|------|
| EST | 10:30 |
| CST | 09:30 |
| MST | 08:30 |
| PST | 07:30 |

# INTEGRATED SAFETY MANAGEMENT & QUALITY ASSURANCE
## Spring 2021 Virtual Meeting April 20 – 22, 2021

| Time | Min. | Wednesday, April 21, 2021 | Speakers / Facilitators |
|---|---|---|---|
| Call-In Information | | **MS Teams: Click here to join the meeting**<br>**Join by phone:** +1 509-931-1284,,223475513#<br>Phone Conference ID: 223 475 513# | |
| 12:00 pm EST<br>9:00 am PST | (60 Min.) | Secondary Psychological Effects of COVID-19 | J. Landers |
| 1:00 pm EST | (15 Min.) | Break | |
| 1:15 pm EST<br>10:15 am PST | (120 Min.) | Teleworking Ergonomics and Physical Wellness | V. Salvo<br>E. Sherman<br>T. Anderson |
| 3:15 pm EST | (15 Min.) | Break | |
| 3:30 pm EST<br>12:30 pm PST | (60 Min.) | Employee Concerns in the Age of Covid | Panel |
| 4:30 pm EST<br>1:30 pm PST | | Adjourn | |
| **Time** | **Min.** | **Thursday, April 22, 2021** | **Speakers / Facilitators** |
| Call-In Information | | **MS Teams: Click here to join the meeting**<br>**Join by phone:** +1 509-931-1284,,223475513#<br>Phone Conference ID: 223 475 513# | N/A |
| 12:00 pm EST<br>9:00 am PST | (60 Min.) | "A Simplified Culture Model explainable to any user" | P. Gubanc |
| 1:00 pm EST | (30 Min.) | Break | |
| 1:30 pm EST<br>10:30 am PST | (15 Min.) | COVID-19 Effects on Organizational Culture | J. Miller |
| 1:45 pm EST<br>10:45 am PST | (15 Min.) | Promoting a Strong Nuclear Safety & Quality Culture (NSQC) at the WTP Project | H. McMurdo |
| 2:00 pm EST<br>11:00 am PST | (30 Min.) | Meeting Recap<br>• Action Items and Follow-up<br>• Proposed FY22 Activities | A. King<br>D. Hammond |
| 2:30 pm EST<br>11:30 am PST | | Adjourn | |

**Time Zone Key**

| Zone | Time |
|---|---|
| EST | 10:30 |
| CST | 09:30 |
| MST | 08:30 |
| PST | 07:30 |

# Safety Culture Task Team

Adrienne King, WRPS

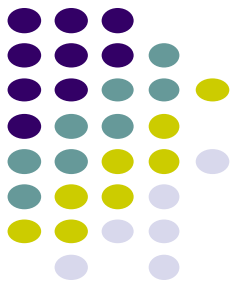Davyda Hammond, ORAU

Trish Hughes, ICP

April, 2021
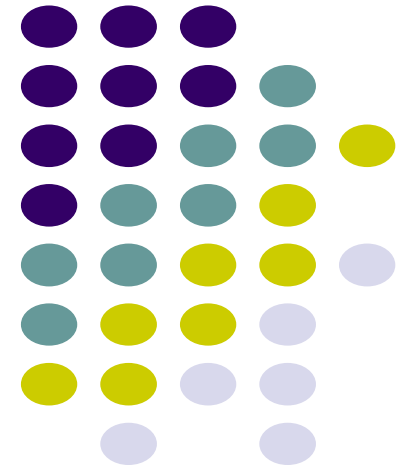
# Welcome!

Agenda for Tuesday, April 20, 2021

- Introductions
- Meeting Overview

Please mute when not speaking!

# Safety Culture Task Team
# 2:00 – 3:00 pm EST, Tuesday

- EFCOG Overview

- Leadership  Succession

- Overview and status of FY21 approved work plan
  - Metrics Pilot
  - Teleworking Best Practices & Pilot

- Solicitation for Best Practice ideas

- FY22 Activity Planning
  - Civility / Stress Management
  - Sustainment Plan Guidance
  - Cultivating Local Communities of Practice
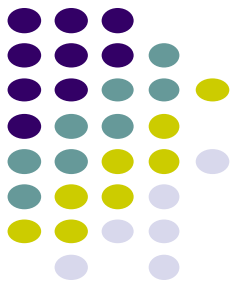
# Safety Culture Task Team Overview

EFCOG's objective is to maximize Department of Energy (DOE) and National Nuclear Security Administration (NNSA) mission success by sharing best practice and information to support management and operational excellence. Ensuring safety, security and quality is the foundation for EFCOG's work.

- The Safety Culture Task Team is part of
  - Integrated Safety Management (ISM) Subgroup
    - Safety Working Group

# Safety Culture Task Team Overview (Cont.)
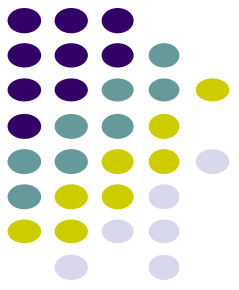
The EFCOG Safety Culture Task Team is composed of volunteer members and SMEs from various DOE prime contractor organizations.

- 2-3 Established deliverables per year
- Option to produce additional white papers and best practices

Annual actions are recommended by the group based on identified need (e.g., the Practitioner Guide was created for new Safety Culture SMEs to help address industry attrition).

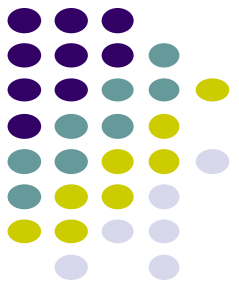# Safety Culture Subtask Working Group  2020 Accomplishments
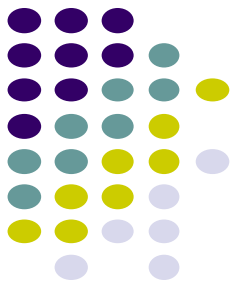
Focus in 2020 was on monitoring and measuring:

- Publication of Revision 1 of the Guide to Monitoring and Improving Safety Culture

- Publication of a white paper for Proposed Safety Culture Measures and Monitoring

# Safety Culture Subtask Working Group 2021 Planned Activities

Focus in 2021 is on validating the monitoring and measuring guidance produced in 2020, and assessing COVID-19 lessons learned and best practices for hybrid or remote working environments:

- Identify pilot projects to validate safety culture metrics by 3/31/21. Implement one pilot project by 9/30/21.

- Explore methods for adapting and continuously improving safety culture in a virtual work environment by 9/30/21.


Teams have been established to support both efforts, and they are currently in process.

# Safety Culture Subtask Working Group 2022 Planned Activities
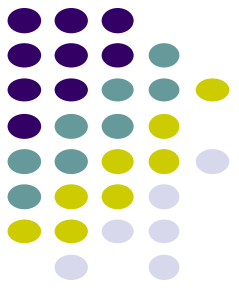
As part of the Spring EFCOG Safety Culture Task Team meeting, activities for FY 2022 will be discussed for proposal. These are anticipated to continue to focus on impacts of COVID-19 and other identified areas of "need."

Suggestions:

- Sample Safety Culture Self-Assessment Tools that focus on the Attributes and Behaviors (note: DOE is working on guidance for Safety Culture Assessment Visits (SCAV) and IAEA is reaching out to DOE to partner on a safety culture assessment process – may address this)

- How to ensure remote workers are engaged with safety culture, and how management maintains engagement and accountability – benchmark other industries, such as Real Estate, Tech Company, Siemens

- Sustainment Plan Guidance / best practices

- Communication guide – how to interface with different audiences/customers of safety culture. Note: INPO has guidance on how aspects of safety culture look to different levels of the organization, from senior to line management to front line workers. Example: having different groups write their own perspective on how they support/implement safety culture.

# Safety Culture Task Team Recap
# 2:00 – 2:30 pm EST, Thursday
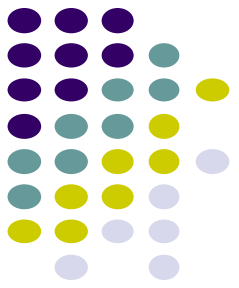
- **Action Items and Follow-up**
  - Leadership Succession
  - Best Practices?
- **FY22 Activity Planning/Suggestions:**
  - Sample Safety Culture Self-Assessment Tools that focus on the Attributes and Behaviors (note: DOE is working on guidance for Safety Culture Assessment Visits (SCAV) and IAEA is reaching out to DOE to partner on a safety culture assessment process – may address this)
  - How to ensure remote workers are engaged with safety culture, and how management maintains engagement and accountability – benchmark other industries, such as Real Estate, Tech Company, Siemens, and look at how to measure engagement.
  - Sustainment Plan Guidance / best practices
  - Communication guide – how to interface with different audiences/customers of safety culture.  This includes workers, managers/supervisors, senior managers, and external customers.  Messaging and content will vary by group, for example, helping to explain application of Safety Culture leadership concepts to managers and supervisors, and what the value is.

Note: INPO has guidance on how aspects of safety culture look to different levels of the organization, from senior to line management to front line workers.  Example: having different groups write their own perspective on how they support/implement safety culture.