

FTCP FY 2012 Operational Plan Status
May 15, 2012

Goal 3

Improve FTCP Management Processes

Champions: Ted Wyka, Office of Security Operations and Pat Worthington, Office of Health and Safety

Objective 1:

Workforce Analysis: Improving the FTCP Workforce Analysis as an Effective Tool to be Used in Other Baseline Staffing Activities

Champions: Dary Newbry and Ken Hoar

Accomplishments/Status

Identify available Workforce Analysis Tools. Date: March 2012

Solicited agents for input of which primarily three different Workforce Analysis Tools were identified

- Experience based: previous year numbers/tasks
- The Fac Rep Staffing Analysis
- The SSO Staffing Analysis

Evaluate tools for application in the FTCP Workforce Analysis. Date: June 2012 Currently on track and evaluating. We need to answer:

- Who uses the current FTCP Workforce Analysis?
- What is it used for?

Recommend an effective Workforce Analysis process that can be applied complex wide. Date: September 2012

Objective 2:

FTCP Quarterly Report - Determine if the FTCP Quarterly Report Continues to Fulfill a Useful Function, or if it Should Be Revised or Discontinued

Champion: Fred Bell and Jeanette Yarrington

Accomplishments/Status

Review and evaluate the original purpose and need filled by the quarterly report to determine if they have been satisfied or continue. (Completed)

- This Quarterly Report on the Federal Technical Capability Program (FTCP) contains information on the status of qualifications in the Technical Qualification Programs (TQPs) and technical skill gaps across the NNSA and EM sites, and other participating organizations such as SC, HSS, CNS, and NE. The Quarterly Report was developed in January 2002 when the TQP was less mature and significant management attention was required to ensure it was implemented properly. Since then the report has been modified

to focus on areas of high interest at the time of these revisions. Currently we are meeting the DOE TQP goals. DOE Order 426.1 requires the Chair of the FTCP Panel to develop and implement FTCP performance indicators. Consistent with good business practices and governance reforms we are proposing to reduce the frequency of the data reporting to a periodicity adequate to track performance and to focus the reporting on information that is useful in managing TQPs.

Interview/poll a sample of recipients to determine if the report provides value commensurate with the effort to produce, or if different information would provide greater value. (In Process)

- A draft survey has been created that is designed to solicit: Input and feedback on effectiveness of current practices, and recommended strategies and approaches to continuously improve the FTCP's ability in meeting its objectives with the FTCP Quarterly Report recipients' (Program Secretarial Officers, Site Managers). It is ready to be sent to the FTCP Agents for review and comment. Next, the survey will be sent out to be filled out by a number of FTCP Quarterly Report recipients' (Program Secretarial Officers, Site Managers).

Analyze the results of the surveys to determine if it would be useful to reduce the frequency of the data reporting to a periodicity adequate to track performance and to focus the reporting on information that is useful in managing TQPs. (Pending survey results)

- A recommendation for action will be submitted to the FTCP based on survey results

Objective 3:

Business case for Accreditation Incentives – Challenge the Enterprise to Foster Confidence and Support of TQP Accreditation

Champion: Ray Phifer

Accomplishments/Status

Develop a marketing strategy to garner support across the enterprise for participation in TQP Accreditation. Date: January 31, 2012 - Complete.

- The business case was developed and is now posted on the FTCP Web-site at: <http://www.hss.energy.gov/deprep/ftcp/sitespecific/sitespecific.asp>
- An accreditation schedule is being maintained on the web-site as well

Actively capture and disseminate lessons learned and best practices regarding TQP Accreditation across the enterprise. Date: July 31, 2012 - Complete.

- Lessons learned were collected from the accredited sites and posted to the FTCP Web-site
- All accredited sites reports are posted on the web-site

Develop and secure approved incentives for achieving TQP Accreditation. Date: September 28, 2012 - Complete.

- The letter is being finalized for NA-1 signature.
- NA-MB has agreed to evaluate the possibility of providing funding for initial/re-accreditation during their FY13 strategic planning process. No commitment has been made at this time.

Objective 4:

Steering Group/Strategic Interface

Champion: Allen Tate and Victoria Frank

Accomplishments/Status

Assess the role of the FTCP (interviews and document reviews). Due Date: January 31, 2012

- Status: In progress; document review completed, survey questionnaire developed, waiting responses. Current ECD: May 31, 2012

Evaluate the effectiveness of the FTCP (against DNFSB recommendations, PSO inputs, FTCP Operation Plans, etc). Due Date: March 29, 2012

- Status: In progress;
- Objective 2 of this goal addresses the single performance indicator currently used by the Panel to measure effectiveness—without additional metrics to evaluate, the full effectiveness of the program is difficult to determine.
- Subjective review of previous FTCP Operational Plans, DNFSB inputs, and Panel notes indicates the FTCP is somewhat effective in addressing issues raised to the Panel, sustaining the technical qualification FAQs process, and managing the TQP Accreditation process.
- Current ECD: June 29, 2012

From the research conducted:

- Identify possible strategic interface points within DOE (amongst PSOs, within PSOs, and in DOE HQ) and outside of DOE (DNFSB, INPO, and other professional organizations).
- Define possible changes in FTCP collaboration methods (conference calls, meetings, etc) to improve panel effectiveness and efficiency.
- Date: June 29, 2012
 - Status: In progress. Current ECD: July 31, 2012

Document findings in a report and propose recommendations to FTCP in a FTCP Issue Paper.

Due Date: August 30, 2012