

POWER PLANT PROCEDURE WRITER WORKSHOP



PROJECT HIGHLIGHTS

- Learn procedure writing directly affects an organizations human error, safety, quality, and production (costs).
- Learn best practices and the use of human performance tools to help to reduce errors and drive human performance improvement through procedures.
- Improve employee training through the incorporation of the new human factored procedures into the training process.
- Using EPRI established guidelines on procedures, develop a utility specific procedure writers guide which supports development of high performance, human factored procedures.

Background, Objectives, and New Learnings

EPRI has become aware of the lack of formalized training for plant personnel on procedures at typical fossil generation plants. In many cases, plant personnel may have been given a task that may greatly impact plant equipment and personnel safety but have no guidance on what industry best practices may be. EPRI has developed the Power Plant Procedures Guideline that outlines procedure writing human error traps, procedure management, and procedure use and adherence.

The objective of this project is to educate participants on best practices in power plant procedures using the EPRI Report 3002008857, *Power Plant Procedures: Procedure Writing, Management, and Use Guideline* material as training information at a host utility. This project is two-day EPRI workshop that provides formalized instruction on the topics needed by personnel developing power plant procedures.

Benefits

Workshop participants will gain insights into the best practices for developing human factored procedures, procedure management and procedure use and adherence. Participants will learn how procedure writing directly affects human error, safety, quality, and production (cost).

Project Approach and Summary

This project is designed to be a two-day in-person workshop covering hands on best practices with respect to power plant procedure writing. The workshop can be conducted at any utility location with audio/visual capabilities. Workshop size can be 10–30 personnel.

- To maximize the host utility's benefits and attendee engagement, EPRI requests at least 10 electronic procedures from the utility prior to the workshop. The procedures will be reviewed and incorporated into the EPRI training material.

Deliverables

- A two-day workshop at the host site with training on:
 - Human Performance
 - Procedure Structure
 - Human Factored Layout and Content
 - Writing Methods
 - Procedure Management
 - Procedure Use and Adherence

Price of Project

The price to participate in this project varies based upon scope of work and travel costs. Initially starting around \$17,000 for the two-day workshop. This project qualifies for Self-Directed Funding (SDF) funding.

Project Status and Schedule

This is a continuous supplemental project that began in the August of 2022.

The workshop should be scheduled on two consecutive workdays.

Who Should Join

This workshop is designed for utility personnel who develop, review or approve their organizations procedures.

Contact Information

For more information, contact the EPRI Customer Assistance Center at 800.313.3774 (askepri@epri.com).

Technical Contact

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