

August 30, 2007

MEMORANDUM TO: Luis A. Reyes  
Executive Director for Operations

FROM: David L. Pelton, Senior Operations Assistant */RA/*  
Technical and Regional Programs Section  
Office of the Executive Director for Operations

SUBJECT: LESSONS-LEARNED PROGRAM MONTHLY STATUS  
REPORT - AUGUST 2007

For the month of August 2007, there are no open lessons learned items in the Lessons-Learned Program (LLP).

In a memorandum dated July 31, 2007 (ML072060160), the Lessons-Learned Oversight Board (LLOB) was informed of changes to the designated Regional representatives. Additionally, David L. Pelton, Senior Operations Assistant, was designated the new Lessons-Learned Project Manager (LLPM).

The new Information Technology (IT) portion of the LLP known as SharePoint Process EDO Lessons Learned (SPELL) is currently under development. SPELL has replaced the Agency Lessons-Learned System as the database used to capture, track, store, and retrieve information about lessons learned. Wilfred L. Madison, of the Office of Information Services, is the agency lead for the development of SPELL. Updates on the progress of the development of SPELL will be included in future LLP monthly status reports.

SECY-07-0121, "Semiannual Updates of the Lessons-Learned Program and Annual Lessons Learned Program Review" (ML071780197), was issued on July 25, 2007, updating the Commission on the staff's continuing efforts in developing the LLP.

COMSECY-07-0025, "Semiannual Updates of the Lessons-Learned Program" (ML071980255), was issued to the Commission on July 27, 2007, recommending that Commission updates of the LLP be provided annually verses semiannually. In the staff requirements memorandum (ML072270124) to COMSECY-07-0025, the Commission approved the staff's request to provide annual updates of the LLP beginning in August 2008.

In an effort to increase staff awareness of the LPP, the LLPM attended a Division of Nuclear Material Safety, Office of Nuclear Material Safety and Safeguards, and Office of Federal and State Materials and Environmental Management Programs counterpart meeting on August 13. This discussion included a brief history of development of the LLP, program goals, and discussion on the important role the staff plays in the successful implementation of the LLP.

The LLPM has been working closely with the newly formed IT Development Analysis Team (IDAT). This team has been tasked with evaluating the process used to award and manage large IT system development contracts. The IDAT will review areas where the contracting and project management process for large IT systems can be improved and identify best practices from successful large IT system development contracts. In accordance with Management Directive 6.8, "Lessons-Learned Program" (ML062220175), the results of the IDAT review will be entered into the LLP to ensure the knowledge gained from this effort is retained and disseminated in a manner that will maximize its benefit to the agency.

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