

## **Best Practice 22 - Expedited / Fix It Now (FIN) Work Processes**

**Facility:** Savannah River Site, Aiken, SC

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### **Brief Description of Best Practice:**

The Work Control Procedure allows new work to be screened, approval expedited and work performed without the work having to be planned or scheduled.

### **Why the Best Practice was used:**

This practice ensures that work planning & scheduling is only used in those areas where it is required.

### **What are the benefits of the Best Practice:**

The FIN process does not require work planning & scheduling thus freeing resources to plan and schedule more complex work.

### **What problems/issues were associated with the Best Practice:**

The only issue is making sure that one clearly establishes the criteria for FIN and incorporates it into their Work Control Procedure.

### **How the success of the Best Practice was measured:**

Metrics monitor and trend the amount of total Maintenance work being performed as FIN.

### **Description of process experience using the Best Practice:**

Since a significant amount of Maintenance can be performed as FIN, SRS found that dedicated FIN crews needed to be established. In those Facilities where full FIN crews were not warranted, a portion of a crew's time is set aside (not scheduled) so that the crew will be able to perform that portion of their time as FIN work.

### **ISM Core Function and Guiding Principle to which the Best Practice relates**

Core Function 3: Develop and Implement Hazard Controls; Principle 5: Identification of Safety Standards and Requirements; Principle 6: Hazard Controls Tailored to Work Being Performed