

**EFCOG ISM & QA Working Group  
Semi-Annual Meeting  
May 5 - 7, 2009 – Oak Ridge, TN**

**Best Practices Task Team  
May 6, 2009**

<b><u>Time</u></b>	<b><u>Topic</u></b>	<b><u>Facilitator</u></b>
8:00-8:30	Review status of Best Practices – Utilization rate across complex. Latest Best Practices.	Tom Helms
8:30-9:00	The QA side of the WG issued several Construction QA/QC Best Practices in 2008. There has not been and ISMS Best Practice since 2005. Any and all ISMS topics are welcome. Recommend a focus on the DOE's Top ISMS Priorities for 2009. Discussion will focus on review of potential sites/persons to lead – need Task Team Volunteers to Shepard on or more Best Practices	
9:00-9:30	DOE Priority 1: Strengthen Safety Culture	
9:30-10:00	DOE Priority 2: Improve Work Planning and Control	
10:30-11:00	DOE Priority 3: Sustain ISMS during contract transitions	
11:00-11:30	DOE Priority 4: ISMS as a model for integrating other management systems	
11:30-12:00	DOE Priority 5: Establish Feedback and Improvement Priorities	