VEHICLE INTERACTION CONTROL IMPROVEMENT WORK PACKAGE SUMMARY

WBS Reference:	3. Existing VI Control Effectiveness
Work Packages:	3.1 Site Control Framework (CFw) validation 3.1.1 Baseline tool user training 3.1.2 Site Control Framework Validation
Package Owner:	Validation Workshop Facilitator
Owner Organisation:	Your company
Participants:	Project manager, project team to prepare CFW Version 1. Selected operations personnel, site and divisional HSE personnel, experienced workshop facilitators for validation workshop.
Capability required:	Facilitators with CFw validation workshop experience. Cross sectional team with extensive site operations knowledge and experience. Oversight by project manager, project team and senior operations personnel

Description:

The Site VI Control Baseline is prepared by applying the EMESRT Control Framework (CFw).

The Control Framework approach is a methodology that is aligned with Failure Modes and Effects Analysis, Human Factors and the ICMM Critical Control Methodology. It considers required business outcomes and then maps in the real-world inputs required to achieve them with a focus on answering '**what has to be in place for work to go right?**'

Developing CFw requires a systematic review of the robustness and reliability of business inputs i.e. where the work is done.

It follows these steps:

1. Review and confirm that the *Required Operating States* (ROS) in the EMESRT VI Control Framework template are site relevant e.g. Operators Give Way
2. Review the *Credible Failure Modes* from EMESRT VI Control Framework template to
    a. Confirm that they are site relevant i.e. they can compromise the *Required Operating States*
    b. Analyse site, region, and sector incident information to confirm that all incident types can be assigned to *Credible Failure Modes*
    c. As required add new *Credible Failure Modes*
    d. Identify any *Credible Failure Modes* that are not site relevant
3. Use the EMESRT VI Control Framework template to map how each business input is specified, implemented, and monitored from:

a. The table of requirements generated from 2.1.1, 2.1.2, 2.1.3 (outputs from the systematic review of general and specific vehicle interaction legislation, company standards and sector resources relevant to the operating site)
b. The table of requirements from 2.1.4 (outputs prepared from site documentation and knowledge on all aspects of vehicle interaction)

The output from this step is CFw Version 1 (baseline)

4. Carry out Baseline Tool user training (20 min), then present Control Framework Version 1 to experienced and knowledgeable employees in a validation workshop for review, updating and validation. The output from this step is Control Framework Version 2 (validated baseline)
5. From the validation workshop, identify opportunities to restore and maintain existing vehicle interaction controls, prepare a plan to close any gaps and present for senior management review and endorsement
6. Maintain and update CFw information as a key reference for subsequent project steps in phases 2, 3 and 4. When enhancing existing or adding new vehicle interaction controls identify:
   a) The details of the new business inputs
   b) Any new credible failure modes e.g. consider changes in operator or pedestrian behaviour
   c) Consider and update impacts on existing credible failure modes
   d) Consider and update impacts on associated business inputs
7. Over the life of the MEI Control Improvement project use the CFw to manage project risk and as a 'single point of truth' reference for all relevant company and external obligations, procedures, risk analyses and registers, documents, work processes, external guidance etc.
8. Provide the current CFw to the operating site as part of project handover.

Completion State:

Step 4 - Control Framework Version 2 (Validated Baseline) for Phase 2 review and ongoing update over the life of the project.

Control Framework Version 2 produced and available for ongoing review and update over project life

References:

- EMESRT Vehicle Interaction Control Mapping Template (under development)
- EMESRT Validation Workshop Control Sheets
- EMESRT CFw Workshop – Facilitator Guide (under development)