

- CRAD FORMAT -

TITLE (List the CRAD Title)

*Example: Work Planning and Control
Phase 1 & 2 CRAD*

OBJECTIVE

WPC: (State the objective of the CRAD.)

Example: An integrated process has been established and is utilized to effectively plan, authorize and execute the identified work for the facility or activity. (Reference DOE-HQ Memorandum from Dr. Steven L Krahn, Work Planning and Control Program Guidelines, dated April 7, 2010 for lines of inquiry) (Criteria aligned to ISMS core functions)

CRITERIA: (State the individual requirements that you will be assessing including lines of inquiry for each element.)

Example:

1. *Procedures and/or mechanisms are in place to ensure that work planning is integrated at the individual maintenance or activity level fully.*

LOI - Procedures adequately describe the process for requesting/initiating WCD (Work Control Document).

LOI - There is adequate guidance regarding the use of the "graded approach" in determining the type of WCD and associated levels of planning and detail based upon the activity's complexity, frequency, and/or risk.

LOI - Procedures and/or mechanisms are in place which ensures that adequate performance measures and indicators, including safety performance measures are established of the work.

APPROACH:

Record Reviews: (List of documents with title, date, revision)

Interviews: (List of interviews conducted by functional title)

Field and/or Work Activities Reviewed: (If any)

DISCUSSION OF RESULTS:

CONCLUSION: (The objectives were met/not met)

Concern:

Finding:

Comment:

(Findings and Concerns should cite the Finding or Concern and the requirement or basis.

Example:

Finding: There was no evidence that the Quality Assurance Staff were qualified or required via position description (PD) or IDP to be qualified to DOE-STD-1150-2002.

Requirement: DOE O 414.1D , 4. REQUIREMENTS. c. Federal Technical Capability and Qualifications. (1) Federal personnel directly responsible for the oversight of quality requirements governing defense nuclear facilities must be qualified in accordance with DOE-STD-1150-2002, Quality Assurance Functional Area Qualification Standard (or latest version).