

Distribution Work Screening Meeting

Agenda:

- Safety Message
- Fundamental
- Roll Call
- 10/20 Report
- Circuit of of Configuration
- Regular Brio Report
- Priority Code Changes
- T-8 to T-5 SCR's

XXX-XXX-XXXX LC #####

Placeholder	
1	Cable Fault hold date 1/12/2012
2	Priority 30 - 7/2/2012
3	Priority 40 - 12/12/2012

A	ALPHA	N	NOVEMBER
B	BRAVO	O	OSCAR
C	CHARLIE	P	PAPA
D	DELTA	Q	QUEBEC
E	ECHO	R	ROMEO
F	FOXTROT	S	SIERRA
G	GOLF	T	TANGO
H	HOTEL	U	UNIFORM
I	INDIA	V	VICTOR
J	JULIETTE	W	WHISKEY
K	KILO	X	X-RAY
L	LIMA	Y	YANKEE
M	MIKE	Z	ZULU

Work Management	On Phone	In Room	FIN Planners/FLS	On Phone	In Room	Special Guests	Dept	On Phone	In Room
Name			Name			Name	?		
Name			Name			Name	?		
Name									
Name			OCC						
Name			Name						
Name									
Emergent C&M Managers			Reliability Engineers						
			Name						
New Business			Name						
Name			Name						
			Name						
Work Planning			Name						
Name									
Name			Facility Relocation - job owner/planner						
Name			Name						
Name									
Name									
Name									

PREPARATION FOR WORK SCREENING

Using WM-ED-P014 (Work Screening and Prioritization) and WM-ED-2001 (WORK CODING PROCEDURE) review each work request for accuracy:

Work requests - verify the following are filled out and are correct:

Discipline, job type, priority, system code, peg, equipment type/name, work request title and description, originator, status, wr code, area, schedule backlog, location ID and sequence, location, and need date

Verify if C&M agrees to fund the work. If yes, approve to a schedule date; if no, approve and put to the priority placeholder.

Using WM-ED-P014 (Work Screening and Prioritization) and WM-ED-2001 (WORK CODING PROCEDURE) review each work request for accuracy:

Work orders - verify the following are filled out and are correct:

Job type, work order type, priority, NB 19 need date, status, schedule backlog, location id, schedule group, schedule start, code block, ITN number, Inv category, need date, work group, resource type

Ensure start dates meet customer need dates

Verify funding for system performance work and feeder inspections prior to scheduling. If no funding available, put to the priority placeholder.

Ensure tasks are aligned properly and frag coded (if required) - ie. OH, boring, UG

Priority. How does it fit with the priority matrix in WM-ED-P014? Does it affect CAIDI and SAIFI? Is the work request needed?

DURING WORK SCREENING

Discuss each work request with the committee

Priority correct? Get input from the OCC and Operations as well as the Prioritization guidelines in WM-ED-P014. Affects CAIDI / SAIFI?

Verify discipline, job type, priority, system code, peg, equipment type/name, work request title and description, originator, status, wr code, area, schedule backlog, location ID and sequence, location, and need date

Verify ownership of the Work Request, is it Distribution OH, UG, SSG, contractors, DT, etc.?

All of the required information listed in the WR so that planning can plan the job correctly? Instructions, parts support groups etc..

Is Engineering required?

Do we need funding approval? Is the WR Capital or Expense? Is a Capital I.D. required?

Should the schedule backlog be coded Summer Readiness / Winter Readiness / Environmental, etc...

Discuss scope of job with committee, document resources and durations required. Supporting tasks required.

Make sure programmatic work is scheduled to align w/related work and frag coded correctly as well as applying correct logic ties. ID any bundling opportunities.

Discuss each Work Order with the committee

Verify discipline, job type, priority, system code, peg, equipment type/name, work request title and description, originator, status, wr code, area, schedule backlog, location ID and sequence, location, and need date

Funding approved?

Need date correct? Scheduled correctly to the date discussed during work screening? Make sure PM is not scheduled past PMOD

Question accuracy of resources?