T/A Process Fundamentals

Work Management Process

T/A Work Identification

- Basic Work Identification Fundamentals
- T/A Scope
- T/A Work Hierarchy, Work Breakdown Structure & Initial Work List
- Initial Joint Prioritization

T/A Work Planning

- Basic Work Planning Fundamentals
- Rough Job Scope
- Initial Internal & Contractor Staffing Plan
- Initial Parts & Materials Requirements Plan
- Scope, Work List & Budget Reconciliation
- Second Joint Prioritization
- Final Job Package Preparation
- Final T/A Budget Review
- Shutdown & Startup Procedures & Req'ments
- Standard T/A Procedures and Practices
- T/A Management & Control Organization
- Administrative, Logistics, & Reporting
- Pre-T/A Equipment Performance Testing

T/A Work Scheduling

- Basic Work Scheduling Fundamentals
- Master T/A Schedule
  - Final Work List
  - Overall Timeline
  - Critical Path
- T/A Sub-Schedules (Scaffolding, Specialty Equipment, etc.)
- Master Parts & Materials Requirements and Assurance Plan
- Externalized Work (Pre- & Post- T/A) Schedules
- Master T/A Schedule Review & Walk Through

T/A Work Accomplishment

- Pre-T/A Work Accomplishment
- Shutdown Management
- Contractor Change-Order Control
- T/A Scope Change Control (Add-On Control)
- Daily Schedule Assignment & Walk Through
- Daily Cost Tracking & Mitigation
- T/A Work Quality Control & Assurance
- Start-Up Management
- Post-T/A Work Accomplishment
- Demobilization

T/A Work Documentation

- Basic Work Documentation Fundamentals
- Consolidated "As Worked" Report
- Contractor/Vendor Reporting
- Scope Change and Change Order Log
- T/A Schedule Attainment Reporting
- Cost Roll-up Reporting
- Safety Reporting
- Planning Feedback
- Inspection Reporting
- T/A Backlog Maintenance

T/A Work Analysis & Measurement

- Basic Work Measurement & Analysis Fundamentals
- Formal T/A Data Review and Critique
- Post-T/A Equipment Performance Testing
- Contractor/Vendor Evaluation
- KPI Review
  - Immediate Post-T/A
  - Continuing
- Links to the 3-Year T/A Plan

WORK

Strategic Asset Management

- System Wide Asset Management Plan
- Station Asset Management Plan
- Long Term Master T/A-Cycle Plan & Budget
- 3-Year T/A Plan & Budget

CULTURE

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