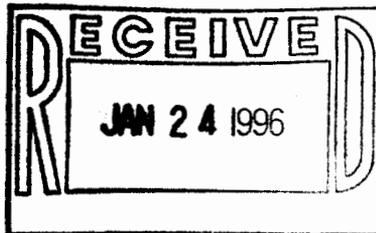


Reports

# Los Alamos National Laboratory

ENVIRONMENTAL RESTORATION

University of California  
Environmental Restoration, MS M992  
Los Alamos, New Mexico 87545  
505-665-4557  
FAX 505-665-4747



U. S. Department of Energy  
Los Alamos Area Office, MS A316  
Los Alamos, New Mexico 87544  
505-665-7203  
FAX 505-665-4504

Date: January 11, 1996

Refer to: EM/ER:96-006

Mr. Rich Sena  
Environmental Restoration Division  
U.S. Department of Energy  
P.O. Box 5400  
Albuquerque, NM 87185-5400

**SUBJECT: ENVIRONMENTAL RESTORATION (ER) PROGRESS TRACKING SYSTEM (PTS)**

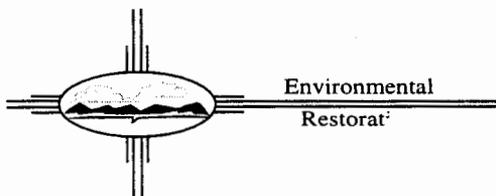
Dear Rich:

The ER Project at Los Alamos National Laboratory has recently experienced notable advances in PTS quality, timeliness, and efficiency. The ER Project Planning and Control (PP&C) team, working with ICF Kaiser Engineers and Jacobs Engineering Group, has developed a set of procedures and software tools which have led to dramatic cost savings and significant improvement in data quality and integrity. In addition, this new process has increased the PTS report's usefulness to management, as both a management tool and an external performance reporting mechanism.

We believe that widespread use of these tools could greatly enhance PTS information for all of the installations that report through Albuquerque's ER Program. We believe these improvements are transferable to other EM organizations, including EM-30 and EM-50.

Beginning in August 1995, the PP&C team addressed the difficulties that the Project had encountered in producing a quality PTS report that met the expectations of the Los Alamos Area Office and the Environmental Restoration Division. The PP&C team undertook several quality initiatives, including:

- Established direct link to the Financial Management Information System databases that contain actual cost information used in performance analysis.
- Mapped and analyzed the management information flow that supports the PTS report and streamlined the process for faster, more accurate data



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- The most dramatic improvement in data accuracy and timeliness came from the automation process. The PP&C team uses *Primavera Project Planner* (P3) as their project management software. The performance data that PTS needs each month is already contained in P3. PP&C developed a software interface that takes downloaded information from P3 and translates it directly into PTS. This software bridge has saved the PP&C team 40-60 hours of data entry *per month*.
- One-on-one quality review sessions with the Field Project Leaders, who are responsible for the content of the narrative sections of the PTS report.

PTS report quality has improved significantly as a direct result of these efforts and the PTS monthly schedule has been significantly shortened. The automated data transfer from the project management software made this possible, and the other sites reporting to the Department of Energy (DOE)-Albuquerque Operations Office (AL) could possibly benefit by using these same automation tools. This is particularly true as the PTS monthly reporting cycle is further compressed and as more data items are added to the report. Adopting the PTS automation process throughout DOE-AL would enhance consistency among the installations and result in significant cost savings, both in the field and at the operations office during report consolidation. We believe it will also vastly improve the quality and integrity of the PTS information that is processed through DOE-AL.

It is PP&C's intention to further explore data automation from P3 to PTS. In October of 1996, DOE is scheduled to release the PMC software, integrating PTS, ADS, RDS, and BEMR software packages, among others. PTS will be re-done to operate from a different data base platform. At that time it will become necessary to make modifications to the existing software bridges in addition to developing new ones to create a completely seamless transfer of data from the management software into DOE's reporting packages. PP&C anticipates being at the forefront of DOE Environmental Management information during this transition, and we, as a team, would be happy to support the other sites that report through DOE-AL.

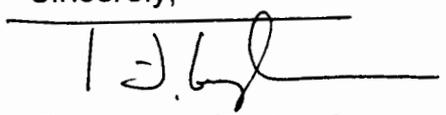
If we can be of assistance by enhancing current operations or re-positioning for the transition to the new software platform, please feel free to call either Jim Noel at (505) 665-5738 or Art Tamayo at (505) 667-2038.

Sincerely,

  
Jorg Jansen, Program Manager  
Environmental Restoration

JJ/TT/bp

Sincerely,

  
Theodore J. Taylor, Program Manager  
Los Alamos Area Office

Cy: T. Baca, EM, MS J591  
D. Griswold, ERD, AL, MS A906  
B. Hoditschek, NMED-HRMB  
R. Kern, NMED-HRMB  
B. Koch, LAAO, MS A316  
P. Llamas, ERD, AL, MS A906  
J. Levings, ERD, AL, MS A906  
D. Madrid, ERD, AL, MS A906  
N. Naraine, EM-453, DOE-HQ  
J. Noel, EM/ER, MS M992  
G. Rael, ERD, AL, MS A906  
W. Spurgeon, EM-453, DOE-HQ  
A. Tamayo, LAAO, MS A316  
T. Taylor, LAAO, MS A316  
J. Vozella, LAAO, MS A316  
N. Weber, Bureau Chief, NMED-AIP, MS J993  
J. White, ESH-19, MS K490  
R. Wood, ERD, AL, MS A906  
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