

Long Shutdown Schedule Progress & Status

31 January 2013

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- Progress for January 2013 & CRs
- Resource Provider Feedback (meeting held 24 Jan)

Progress for January 2013

- January progress sheets will be sent to PMs on 30 January and due back to PMI by 4 February.
 - 12GeV progress is planned for completion week of Feb 4th
 - Activities that did not start as planned & didn't have an updated start date provided → default to first working day of Feb 2013
 - Please progress minimum of 6 weeks out
 - Need Admiral re-plan for FEL
 - Need Physics information from Walt
 - February implementation (short on PMI resource support) – you will not see those changes in the Jan progress sheets sent out
 - Same CR list as before – see schedule folder for list
- Progress as of end of January will be completed and posted to the website by Feb 13th or sooner

Resource Provider Feedback

Meeting held 24th Jan with resource providers to solicit their feedback on the process/schedule with the following concerns presented:

- **Resource Issues from the data:**
 - MSINST group to support work outside of 12GeV beam transport is real and Dipette working with Oren on this
 - RF Elec Techs is fully loaded, but not a concern at this time
 - S&A: Difficulty planning Physics work (S&A) – multiple people coming to C. Curtis from the same Hall
 - SRF labor is not leveled – Anne can assist
- **RPM Meeting has been a reporting meeting and not a problem solving/planning meeting**
 - Even when Hall C tasks were discussed and planned for the upcoming month, a week later they were changed
 - 6 weeks out is the farthest the resource providers plan

Resource Provider Feedback (cont.)

Administrative Items:

- Some of the activities that spread the labor are not accurate reflections
 - We don't staff a person for 15 minutes a day over the duration of the activity
- We staff with crew sizes, multiple shifts (operators)
- % complete on resource graphs
- Remove the 100% completed activities from the resource sheets
- They like the new scope tagged in red font – keep doing this
- Not all resource providers are on the distribution for the updated schedule
- Project managers have submitted work to the LSD, but their SPR (service provider request) is not in the system
- Account codes (not all are in the schedule), but some we are given do not exist

Resource Provider Feedback (cont.)

Plan forward for LSD Team Members:

- Bi-weekly RPM (changes already in process) – Fulvia, Will
- Meeting (bi-weekly) in the field with the Halls – Walt
- Integrate the graph and see if there is enough staff to accomplish the work – use this as another check, then check if the peaks are in the right places – Dianne
- Ensure resource providers are on the distribution – Dianne
- SRF labor graphs – Dianne to review with Anne
- % complete, removal of complete items from resource graphs – Dianne/PMI
- 6 week planning – (change the 8 week look ahead report to 6 weeks) – Dianne/PMI
- Labor spread – Resource providers, Dianne/PMI
- LSD CRs/Schedule vs. AWP system - ?
- Account codes - ?

Files (Posted to Website)

- <https://www.jlab.org/TLSD/SCHEDULES/>
- PDF & Excel version of schedule (baseline & progress)
- Resource Utilization File
- 8 Week Look Ahead – for the RPM Bi-Weekly
- 3 Month Look Ahead – for the Thursday LSD Team planning efforts
- Progress Schedule, Critical Path, & Resource Analysis File
- High Level Schedule Summary
- Change Request Folder
 - CR Page One template & example
 - CR Log