

**Voluntary Information-sharing System  
Federal Advisory Committee  
Subcommittee Training and Qualification**

Report Out Presentation

**June 20, 2018**

# **Subcommittee: Training and Qualification Members**

- Alternate Designated Federal Official: Dr. Doug White
- Subcommittee Chair: Leif Jensen
- Members:
  - Bob Buchanan
  - Yiming Deng
  - John MacNeill
  - Michael Keller
  - Michelle Thebert
  - Jason Montoya
  - Tech Writer: Cynthia Bell

# Motion

- Name Change from “Training and Qualification” to ***Competency, Awareness, and Training***
  - Aligns with API 1173 – Pipeline Safety Management System
  - Omits confusion re: ‘Qualification’ and perceptions that Operator Qualification may be affected by participation in the VIS.

# Competency, Awareness, & Training

## Competency

- Job descriptions should be authored that define the education, knowledge, skills, abilities, and experience necessary for those working with confidential data and information. This will foster hiring criteria for 3'd party data administrator.
- A process should be established to pair VIS analytical staff with Pipeline and ILI SMEs as those who are hired to perform data analytics may not know the industry lore.
- A vetting and certification process should be developed for employees working within the VIS to ensure they will:
  - Protect data security
  - Preserve member anonymity and confidentiality

# Competency, Awareness, & Training

## Awareness

- Educational materials (talking points) should be developed to promote pipeline safety and encourage stakeholders to join the VIS
- Some Benefits identified by sub-committee:
  - Prevent the next accident
  - Discover system vulnerabilities
  - Enhance an Operator's Pipeline Safety Management System
  - Build trust amongst stakeholders
  - Identifying potential issues before an event occurs
  - Safer work environments for employees and public
  - Allow Public to have an impact on decision
  - Public portal allowing for interaction

# Competency, Awareness, & Training

## Training

Distinct Audiences to be trained:

- Those who contribute data and information (ILI Vendors, Operators, Employees, Public ...)
- Those who work within the system or “the Hub” (these people may see identified data)
- Those who receive VIS output
  - Data Rich (ILI as-found v as-called feature dimensions and feature signature calibration)
  - Information Rich (info sharing re: unwanted events and continuous improvement)
  - Regulatory Agencies (federal, state, local)

# Competency, Awareness, & Training

## Training

- Initial training should be developed to enable the development and implementation of VIS
- Training modules should be developed that instruct participants utilizing a Systematic Approach to Training (SAT) which will address teaching the rights things, teaching the right people, teaching at the right time, and teaching in the right way.

# Competency, Awareness, & Training

## Training

- Train participants in the methodology for data submission to include types of input, how to input, format, et cetera. If a form for data and information submittal is created, train to the form.
- Code of conduct for handling both identified and de-identified data
  - Robust rules with degrees of separation to preserve anonymity
  - Training modules with certificate of successful completion for entry into the data room
- Confidentiality Requirements
  - How to de-identify data
  - Methods to validate data integrity with rigorous and robust QA/QC prior to publishing reports



# Competency, Awareness, & Training

## Training

Funding should be appropriated for the following:

- Defining the job criteria and documenting the hiring process.
- Curriculum development by qualified instructional designers.
- Implementation costs for web-based or instructor-led training courses.
- Training administration costs including enrollment, completion, and training record maintenance
- Identifying cost sharing mechanisms for contributions by industry and government
- Phase the funding: Grants, Research & Development, Facilities & Equipment, Operational

Questions/Comments?