Living Documents
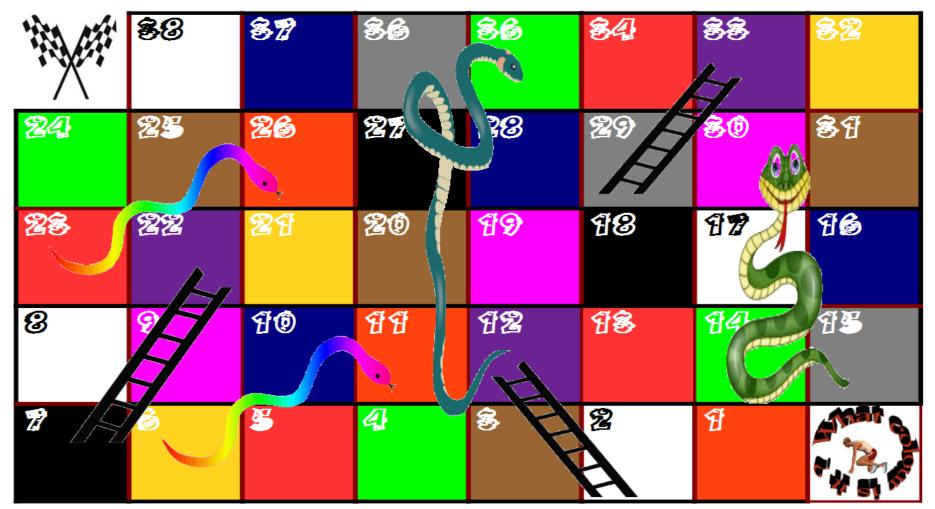
A philosophical discussion…..

Louise Burden, Principal Hydrogeologist, Advisian

October 13th 2016
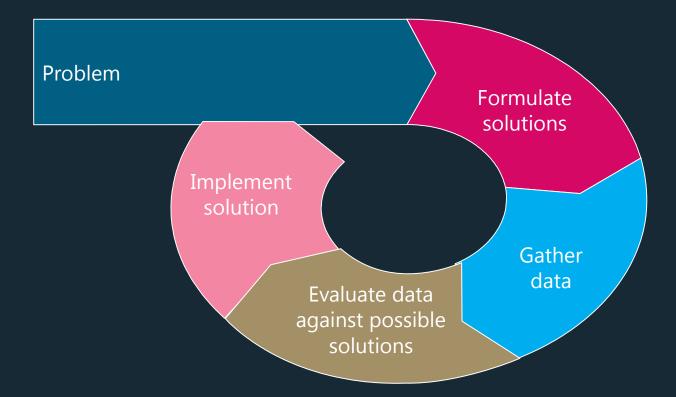
Advisian

WorleyParsons Group

What is a living document?

"A living document or dynamic document is one that is continually edited or updated"

Wikipedia, 2016

Working Documents
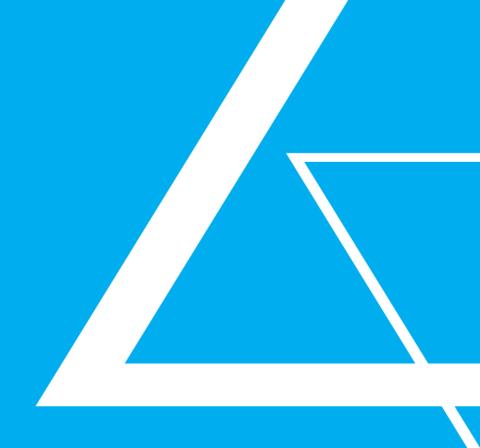
- Draft
- Incomplete

Baseline or Static Documents

- A snapshot in time
- Task driven
- Generally linear in progression

Living Documents

- Process based
- Strategy and data
- Has feedback loops which identify when updates are required

What is a living document in the context of risk management and remediation?

Example 1: Conceptual Site Model

Data Collection /Analysis

Conceptual Site Model

CSM Challenges

- Recognised as a living document and is frequently updated **BUT**

- Rarely exists outside of a static document

- "Toolbox" not accessible to everyone who needs it

- Focus on stocking the toolbox rather than using the tools

- Tools can get rusty

Example 2: Risk Management Plan

Feed the baby!
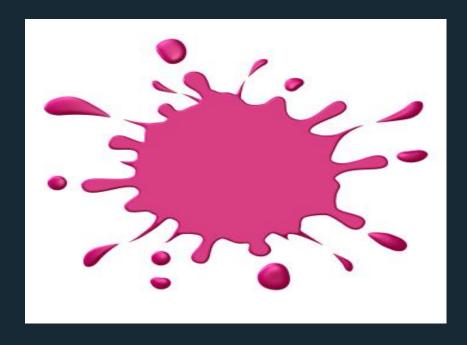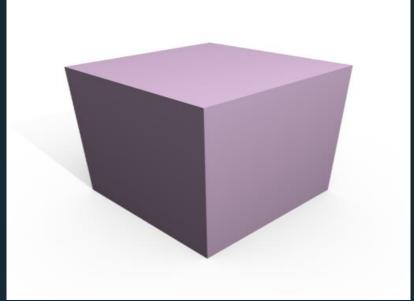
RMP: Challenges

- Intended to be a living document

- Not updated in the same way as a CSM

- Turns into a static document

Example 3: Record of Site Condition

Record of Site Condition

RSC: Challenges

- Has the structure and mechanism to be a living document

- Is regarded as a check box

- Format is too rigid to allow it to evolve
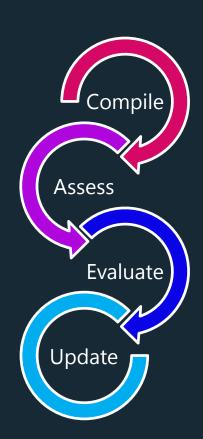
How do we make sure a document lives?

Conceptual Site Model

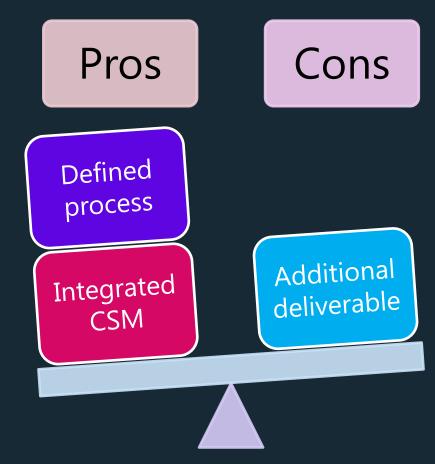Maintaining the tool box!

Integrate Process!

Change Required

No change required

New tool in the box

Understanding of Site changed
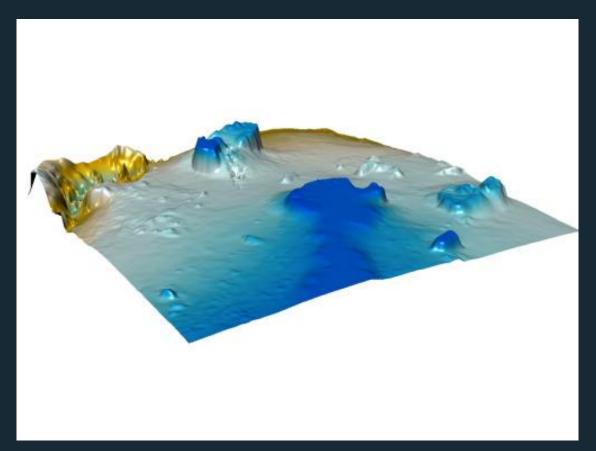
Tool upgraded

Increases confidence

Go digital!

Risk Management Plan

Site Management Objectives

Stakeholder Engagement

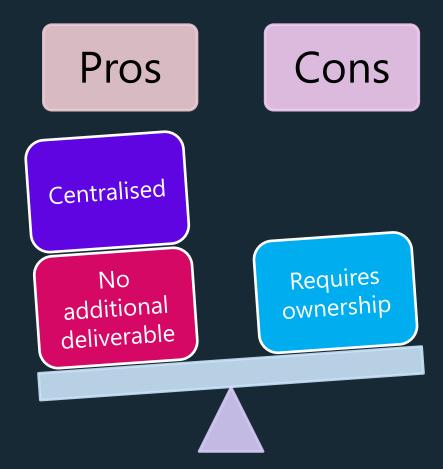Risk Assessment

Risk Management Approach
- Remediation
- Exposure control

Monitoring
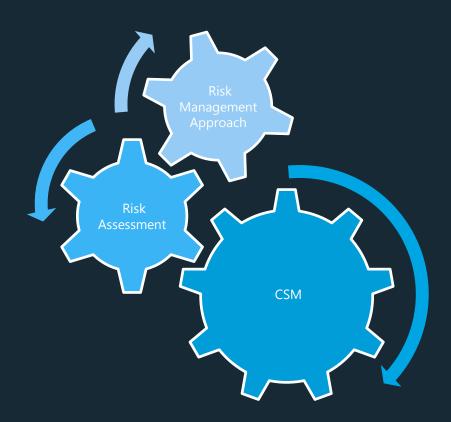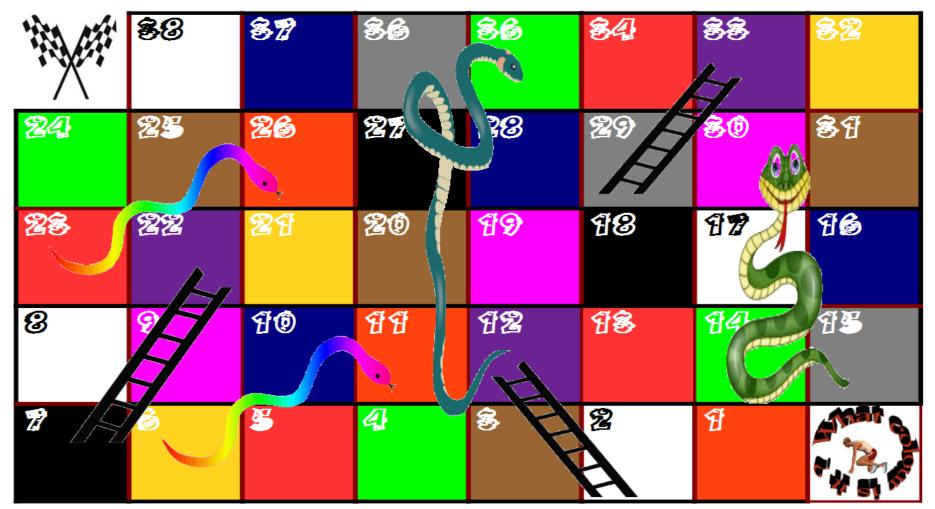
In conclusion…..

CSM

- Recognised as a living 'entity"
- Tends not to exist as a "document"

RMP

- Recognised living document
- Tends to be reissued rather than evolved

RSC

- Designed to be a living document
- Not recognised as such

Holistic site management

A toolbox that everyone can share

Live the plan!

Let's talk!

DISCLAIMER

This presentation has been prepared by a representative of Advisian.

The presentation contains the professional and personal opinions of the presenter, which are given in good faith. As such, opinions presented herein may not always necessarily reflect the position of Advisian as a whole, its officers or executive.

Any forward-looking statements included in this presentation will involve subjective judgment and analysis and are subject to uncertainties, risks and contingencies—many of which are outside the control of, and may be unknown to, Advisian.

Advisian and all associated entities and representatives make no representation or warranty as to the accuracy, reliability or completeness of information in this document and do not take responsibility for updating any information or correcting any error or omission that may become apparent after this document has been issued.

To the extent permitted by law, Advisian and its officers, employees, related bodies and agents disclaim all liability—direct, indirect or consequential (and whether or not arising out of the negligence, default or lack of care of Advisian and/or any of its agents)—for any loss or damage suffered by a recipient or other persons arising out of, or in connection with, any use or reliance on this presentation or information.