

# Technical Meeting on

**Knowledge Management Issues in Decommissioning, Remediation and Related Waste Management**

**Case Study Template**

**Case Study in Knowledge Management (KM) for Decommissioning and Environmental Remediation (D&ER)**

| **Section Name** | **Description** |
| --- | --- |
| 1. **Summary/Abstract** | An overview of the case study that describes the topic, (e.g. KM programme or specific initiative for the implementation of a KM practices, or the implementation of a KM method development project). It should provide the reader some basic details on the topic and scope of the case study. |
| 2. **Organizational context** | Name and type of organization and context of the case study (e.g. organization’s KM challenges or issues at start of project/initiative, the status or maturity of KM or its implementation, background drivers or rationale of the KM programme/initiative). |
| 2.1Type of organization | Please indicate organization type[[1]](#footnote-1) and define main stakeholders /departments involved in KM, their functions, and roles |
| 2.2 KM initiative | Describe the KM imitative: programmes, or policies, or system, practices or processes (and in general their maturity). |
| **3. Objectives of the KM initiative** | Describe the background and the objectives of the KM programme/initiative. |
| 4. **Description of the KM initiatives** | Describe what was done. This may include the following:  -Description of KM projects: period, participants, tasks, events, and key results;  -Description of the [Knowledge process](http://wiki-nkm.iaea.org/wiki/index.php/Knowledge_process_(disambiguation))es used;  -Description of the related Business *(management system)* processes *[[2]](#footnote-2);*  -Description of the KM tools used |
| 5**. Major achievements** | Describe the benefits derived from the KM programme/initiative. |
| 5.1 Challenges addressed | Difficulties encountered that may have been overcome or made less severe by the use of one or several [knowledge management methods and tools](http://wiki-nkm.iaea.org/wiki/index.php/Knowledge_process). |
| 5.2 Benefits derived | Impacts of the KM activity or process, perceived as positive or negative by stakeholders. |
| **6. Lessons learned/** **Knowledge derived from experiences** | Include a description of what should or should not be repeated next time for those who follow your example.  [Lessons learned](http://wiki-nkm.iaea.org/wiki/index.php/Lessons_learned) are concise descriptions of knowledge and insight derived from experiences that can be communicated to others through mechanisms―such as [storytelling](http://wiki-nkm.iaea.org/wiki/index.php/Storytelling), etc., or summarized in [databases](http://wiki-nkm.iaea.org/wiki/index.php/Database). |
| **7. Additional information** | Any additional information that is not included above but important to add to this document such as hyperlinks to web sites, articles, books, company’s KM documents, reports, etc. |
| **8. Author and contact information** | Name and address of contributors to this document, and other names and contact information of experts who may input additional information to this case study and help other organizations to implement similar interventions. |

1. e.g. Regulatory Body, NPP Operator, R&D, Technical Support Organization, Nuclear Education, Governmental, Fuel Cycle Organization, D / ER Organization, Others (please describe) [↑](#footnote-ref-1)
2. Business process is a managed [process](http://wiki-nkm.iaea.org/wiki/index.php/Process) that produces business related outcomes [↑](#footnote-ref-2)