



PIPELINE INDUSTRY BEST PRACTICES AND LESSONS LEARNED

Member Benefits

The Lessons Learned Repository (LLR) is a members-only anonymous database created in 2012 by INGAA Foundation members to share lessons learned and best practices in an effort to improve safety across the industry. The LLR is an important tool in our industry's quest to continuously improve both pipeline and worker safety.

Participation by Operator/Contractor/INGAA Foundation members is important. This repository allows you to:

- 1) Learn from others about potential hazards that could impact your company.
- 2) Easily incorporate ready-made safety topics into JSAs, tailgate sessions and other safety moment opportunities.
- 3) Prevent potential damage and injuries by participating and sharing your safety-related incidents and experiences and help improve our industry's safety performance.

Contribution is easy: Complete a simple online form to report your best practice or lesson learned. The Lessons Learned Steering Committee will review the submittal to determine trends and to make recommendations on areas of improvement for the industry.



[See reverse for filing instructions.]

Best Practices and Lessons Learned Repository Goals:

Goal #1:

To improve safety performance across the industry resulting from the sharing of best practice/safety-related information.

Best practices and lessons learned can be a “success” story or a general best practice or lesson learned from field work on a project, a near-miss, or stem from an incident, corrective actions, preventative measure, etc.

Goal #2:

To disseminate the information in an appropriate venue. Spread the word to maintain awareness and enhance employee and worker safety in the office or on the job.

For example, hold workshops to highlight the best practices and lessons learned. Create venues for discussion, such as safety meetings or tailgate sessions.

With each project or event, there is a lesson learned or a best practice that can benefit the parties involved, as well as the industry.

How to Access & Log-In to the Repository:

1. Visit www.ingaa.org
2. Log in with your email and password via the Login tab on the upper left corner.
3. You will be greeted with a Pop-Up. Click on the “Lessons Learning Repository” Link.
4. Read and accept the Terms of Agreement.
5. To submit a Lesson Learned:
 - a. Click the “Contribute Lesson Learned” button on the right side of the page.
 - b. Complete the required fields in the form, add a category and description, and
 - c. Click “Submit Contribution” on the bottom left corner.
6. To access previously submitted Lessons Learned: Click on any of the document titles.