

	TIMEFRAME		
	Short <i>September 2013 - December 2013</i>	Medium <i>December 2013 - July 2014</i>	Long <i>July 2014 and beyond</i>
ISSUES	Examples of Risk Matrix in use	Propose revision to minimum penalty amount specified in ALJ - 274	Ongoing enforcement policy development
		Notifications to local authorities	Formalizing continuous improvement processes
		Using a declaration instead of an affidavit	Industry sharing of lessons learned
		Notification and feedback from organized labor groups	Trend and citation program effectiveness analysis
		Further alignment of the citation program with self-reporting of violations process	Reporting
SED ACTION ITEMS	SED to analyze feedback on Gas Safety Citation SOP document	Work with Legal and propose revisions to ALJ-274	SED to analyze results of the citation program a year after implementation and provide a report
	SED to issue citations and closely monitor progress and results	Hold additional workshops on the citation program and specific issues outlined above	Revise the Gas Safety Citation SOP document as needed
	Revise the Gas Safety Citation SOP document to incorporate feedback	Revise the Gas Safety Citation SOP document to incorporate feedback	
	Provide examples of Risk Matrix in use		