











<p><b>Issue/Good Practice</b></p> 	<p>What went well / not well? What was the impact?</p>	<p><b>Effect</b></p>  
<p><b>Causes</b></p> 	<p>Why did things go that way? What was the root cause?</p>	<p><b>Category</b> (circle below or add new)</p> <p>Assurance, Commercial, Communication &amp; Collaboration, Community &amp; Environment, Construction, Demolition, Design management, Document Control, Interface, H&amp;S, Procurement, Programme/Planning, Works Information/Standards, Temporary Works, Utilities, etc</p>
<p><b>What can we learn?</b></p> 	<p>If we did this again, what should we do differently? How can others learn from this?</p>	






(Use one page for one lesson learnt item)

# EXAMPLE

<p><b>Issue/Best Practice</b></p> 	<p>What went well / not well? What was the impact?</p> <p>Project achieved a very good health and safety record, with only one minor injury in 12 months' of site work.</p>	<p><b>Effect</b></p>  
<p><b>Causes</b></p> 	<p>Why did things go that way? What was the root cause?</p> <p>Good working relationship between [subcontractor] and CSJV. [subcontractor] understood project's requirements</p>	<p><b>Category</b> (circle below or add new)</p> <p>Assurance, Commercial, Communication &amp; Collaboration, Community &amp; Environment, Construction, Demolition, Design management, Document Control, Interface, H&amp;S, Procurement, Programme/Planning, Works Information/Standards, Temporary Works, Utilities, etc</p>
<p><b>What can we learn?</b></p> 	<p>If we did this again, what should we do differently? How can others learn from this?</p> <p>Good planning, management and a positive / collaborative approach between parties help to achieve a good safety record.</p>	

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**EXAMPLE**

<p><b>Issue/Good Practice</b></p> 	<p>What went well / not well? What was the impact?</p> <p>Restrictions on logistics (12 vehicle movements per day), and requirement to book deliveries 48 hours in advance is onerous and could have caused issues. Hoped that adoption of an online vehicle management system for deliveries will help to streamline this process.</p>	<p><b>Effect</b></p>  
<p><b>Causes</b></p> 	<p>Why did things go that way? What was the root cause?</p> <p>Original process perceived to be complex / onerous.</p>	<p><b>Category</b> (circle below or add new)</p> <p>Assurance, Commercial, Communication &amp; Collaboration, Community &amp; Environment, Construction, Demolition, Design management, Document Control, Interface, H&amp;S, Procurement, Programme/Planning, Works Information/Standards, Temporary Works, Utilities, etc</p>
<p><b>What can we learn?</b></p> 	<p>If we did this again, what should we do differently? How can others learn from this?</p> <p>Important to understand logistics restrictions in work planning, and manage delivery booking process.</p>	

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