ANALYSIS FORM FOR ASSESSING KNOWLEDGE/SKILL CRITICALITY

Position: **Incumbent:**

General position description:

	Importance	Rarity of Knowledge	Recovery Difficulty
Factors to Consider	• Impact on safe, reliable, and efficient operations • Localized vs. system-wide impact • Existence of alternative methods	• Redundancy of knowledge locally and TVA-wide • TVA-specific knowledge • Existence & cost of outside resources • New hires with this knowledge available • Loss gradual or abrupt	• Documentation or records exist • Lead time needed to document or transfer
Rating scale	**1 = Low**	**3 = Moderate**	**5 = High**

At-risk skill or knowledge	Importance		Rarity of Knowledge		Recovery Difficulty		CRITICALITY SCORE
		X		X		=	
		X		X		=	
		X		X		=	
		X		X		=	
		X		X		=	
		X		X		=	
		X		X		=	
		X		X		=	
		X		X		=	
		X		X		=	
		X		X		=	
		X		X		=	

Prepared by: _____ Date: _____