## Communicate Lessons, Exchange Advice, Record

The CLEAR Program stands for Communicate Lessons, Exchange Advice, Record. This program aims to collect Lessons Learned and Best Management Practices from Department personnel and share that information with others. These lessons and practices are vetted by an Expert Review Panel (ERPs) who are personnel in the Department that are leaders in their respective fields and have the ability to inform and make policy changes relevant to their units or offices. To start a submission, a Department employee would go to the CLEAR SharePoint site and fill out necessary and relevant information through an online form; the form is autofill's some project information and attachments such as photos or documents can be included in the submission. Once the form is complete, the submission goes to the Gatekeeper in the Value Management Office. The Gatekeeper reviews the submission to make sure it is complete and relevant. The lesson or practice is then sent off to the ERPs for thorough review and vetting. Once the lessons or practice is approved, it populates the database. The database is searchable by key words and further functions such as filtering by county, division, project type etc. This program aims to create feedback loops within the Department all project phases, disciplines, units, offices, and location.

What You Need to Know

- This program is for everyone in NCDOT.

- This program aims to bridge communication gaps.

- This program supports internal innovation efforts.

- https://connect.ncdot.gov/site/lessons-learned/Pages/default.aspx
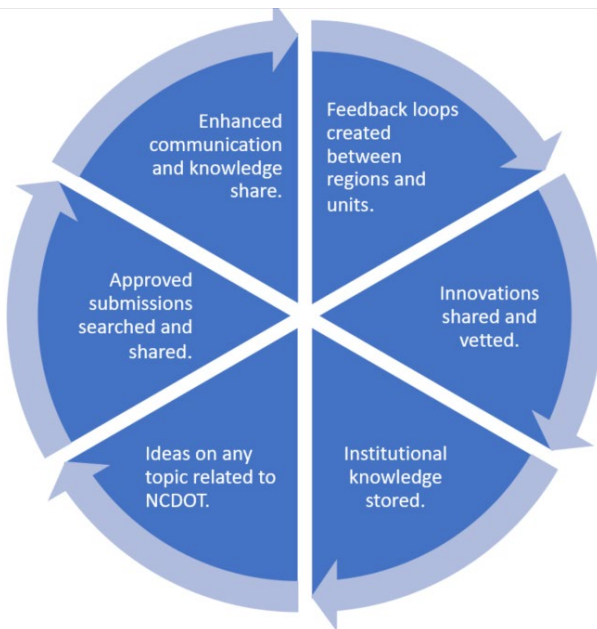
How can we help?

Contact the Value Management Office at (919) 707-6683 or CLEAR@ncdot.gov