

May 30, 2002

ALL AGREEMENT STATES, MINNESOTA, PENNSYLVANIA, WISCONSIN

**ACCEPTANCE TO THE ROOT CAUSE/INCIDENT INVESTIGATION WORKSHOP (G-205)  
(STP- 02- 044)**

Enclosure 1 is the list of students from the States selected to attend the July 15-19, 2002, Root Cause/Incident Investigation Workshop (G-205). Please provide the list of students and the instructions (Enclosure 2) to each individual from your program who is on the list. There is also a tentative schedule (Enclosure 3). States with students attending this course have agreed to pay travel expenses and where designated the tuition. To cover the tuition expense, each State should submit a purchase order or equivalent document, to the U.S. Nuclear Regulatory Commission, to the following address:

Office of the Chief Financial Officer  
Attn: Leah P. Tremper  
U.S. Nuclear Regulatory Commission  
Mail Stop T-9-E10  
Washington, DC 20555

The NRC will, in turn, issue you a bill (invoice). If for any reason your attendee is unable to attend, please submit to us a written purchase order, or equivalent, to cancel, prior to the starting date of the course. Course attendees should be encouraged to make travel and lodging arrangements as soon as possible.

To assist us and other States, and to help ensure that States with candidates on waiting lists will have an opportunity to fill vacated slots that may open up after our course acceptance letters have been sent to you, we ask that you inform us of any cancellations 30 days prior to the course starting date.

If you have any questions regarding this correspondence, please contact me or the individual names below.

POINT OF CONTACT: Brenda G. Usilton  
TELEPHONE: (301) 415-2348

INTERNET: [BGU@NRC.GOV](mailto:BGU@NRC.GOV)  
FAX: (301) 415-3502

**/RA/**

Josephine M. Piccone, Deputy Director  
Office of State and Tribal Programs

Enclosures:  
As stated

STP-02-044

May 30, 2002

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OFFICE	STP		STP:DD						
NAME	BGUsilton:gd		JMPiccone						
DATE	05/29/2002		5/30/2002						

AGREEMENT STATE STUDENT LIST FOR THE  
ROOT CAUSE/INVESTIGATION WORKSHOP (G-205)  
JULY 15-19, 2002  
CHATTANOOGA, TN

<b>STATE</b>	<b>PARTICIPANT(S)</b>	<b>PAYING TUITION/ SPACE AVAILABLE</b>
<b>TENNESSEE</b> Division of Radiological Health Department of Environment and Conservation L&C Annex, Third Floor 401 Church Street Nashville, TN 37243-1532	1. Nathan Foutch 2. Chris Millsaps 3. Beth Murphy 4. Ron Parsons 5. Roger Perry 6. Melissa Wolford	1. Space Available 2. Space Available 3. Space Available 4. Space Available 5. Space Available 6. Space Available

## INSTRUCTIONS TO STUDENTS

**ACCEPTANCE:** This is to advise you that those individuals in Enclosure 1 have been accepted for participation in the training course (G-205), "Root Cause/Incident Investigation Workshop." This course is scheduled to be presented July 15-19, 2002, at the NRC Technical Training Center, 5746 Marlin Road, Suite 200, Osborne Office Center, Near Eastgate Shopping Center, Chattanooga, Tennessee 37411-5677, Telephone (423) 855-6500.

**COURSE:** The course will be conducted beginning at 8:00 a.m. and end at 4:00 p.m. each day. The workshop is scheduled to be completed at 2:00 p.m. on Friday, July 19, 2002.

**LODGING AND TRAVEL:** You should plan to arrive on Sunday, July 14, 2002, and depart on Friday, July 19, 2002. Participants must make their own lodging and travel arrangements. Individuals should request a State or government employee rate at the hotels. The following URL is for hotels located in the vicinity of the Technical Training Center: <http://www-nrc-training.ornl.gov/Nrc/ttd/front/motels.html>. There is no suitable lodging within walking distance nor reliable public transportation from the hotels to the Training Center; therefore, students should coordinate with students who have cars.

## Root Cause/Incident Investigation Workshop (G-205) Tentative Schedule

### **Monday**

Introductions  
Events and Causal Factors Analysis  
Interviewing Witnesses  
Laboratory

### **Tuesday**

Events and Causal Factors Chart  
Failure Recognition and Analysis  
Energy-Barrier-Target Analysis  
Change Analysis  
Analytic Trees  
Laboratory  
Interview

### **Wednesday**

Presentation of Analyses  
MORT Analysis  
Root Cause Analysis  
Laboratory

### **Thursday**

Presentation of MORT Analyses  
Laboratory  
Assembling Facts and Conclusions  
Laboratory

### **Friday**

Preparing and Delivering an Oral Briefing  
Laboratory  
Summary, Conclusions, Course Evaluation