

Meeting Notice

February 4, 2004

PURPOSE: To discuss and solicit input from external stakeholders regarding best practices to establish and maintain a safety conscious work environment. This meeting will be a roundtable format with invited participants from the broad spectrum of interests who may be affected by NRC guidance in this area. Periodic opportunity for audience questions or comments will be provided through the meeting.

DATE & TIME: Thursday, February 19, 2004, 9:00 a.m. to 4:00 p.m.

LOCATION: U.S. Nuclear Regulatory Commission
One White Flint North
11555 Rockville Pike, O-1G16
Rockville, MD 20852

PARTICIPANTS: NRC
Francis Cameron, OGC
Lisa Clark, OGC
Frank Congel, OE
Lisamarie Jarriel, AAA
Jeff Jacobson, NRR
Russ Wise, RIV

External Stakeholders
Billie Garde, Clifford & Garde
Ellen Ginsberg, NEI
David Lochbaum, UCS
Charles Thebaud, Morgan Lewis
Mike Brothers, Consultant
Willis Frick, SCE

NOTE: This is a Category 3 meeting. The public is invited to participate in this meeting by providing comments and asking questions throughout the meeting.¹

CONTACT: Lisamarie L. Jarriel
(301) 415-8529
LLJ@nrc.gov

Attachment: Agenda

¹Commission's Policy Statement on "Enhancing Public Participation in NRC Meetings," 67 *Federal Register* 36920, May 28, 2002.

PUBLIC MEETING AGENDA
BEST PRACTICES TO ESTABLISH AND MAINTAIN A
SAFETY CONSCIOUS WORK ENVIRONMENT (SCWE)
 U.S. Nuclear Regulatory Commission
 February 19, 2004
 NRC Headquarters, Room O-1G16

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|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| 9:00 am | Welcome, format and ground rules, agenda check, participant introduction | Francis "Chip" Cameron, Facilitator |
| 9:15 am | Context: Status of NRC SCWE Initiatives | Lisamarie Jarriel, NRC |
| 9:30 am | <u>Participant Discussion Area One</u> : Overarching issues on SCWE Best Practices What does a "Safety Conscious Work Environment" mean? Is "guidance" the most effective way to encourage SCWE? How should "best practices" be developed and implemented? What would be the relationship of any "best practices" guidance and the NRC Policy Statement? Does "one size fit all"? | All |
| 10:15 am | BREAK | |
| 10:30 am | <u>Participant Discussion Area Two</u> : What are effective ways to encourage employees to raise concerns? | All |
| 11:15 am | <u>Participant Discussion Area Three</u> : What should be included in the licensee processes to review and respond to concerns? | All |
| NOON | LUNCH | |
| 1:15 pm | <u>Participant Discussion Area Four</u> : What types of training, and for whom, should be conducted to maximize the effectiveness of a SCWE "best practices" program? | All |
| 2:00 pm | BREAK | |
| 2:15 pm | <u>Participant Discussion Area Five</u> : The nature and scope of the licensee self-assessment program and the development of performance indicators. | All |
| 3:00 pm | <u>Participant Discussion Area Six</u> : Attention to special groups - contractor awareness; the role of senior management | All |
| 3:45 pm | Wrap up | |
| 4:00 pm | Adjourn | |

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| OFC | OE:AAA | OE:DD | | | | | |
| NAME | LJarriel | JLuehman | | | | | |
| DATE | 02/ /04 | 02/ /04 | | | | | |

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**E-COVER & ENCLOSURE
OFFICIAL RECORD COPY**

N-NO COPY

²Commission's Policy Statement on "Enhancing Public Participation in NRC Meetings,"
67 *Federal Register* 36920, May 28, 2002.