



UNITED STATES  
NUCLEAR REGULATORY COMMISSION

WASHINGTON, D.C. 20555-0001

March 30, 2006

ALL AGREEMENT STATES, PENNSYLVANIA, VIRGINIA

**ACCEPTANCE TO THE ROOT CAUSE - INCIDENT INVESTIGATION WORKSHOP (G-205)  
(STP-06-028)**

Enclosure 1 is the list of students from the States selected to attend the May 15-19, 2006, 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. A schedule for the course has been provided as (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, payable to the U.S. Nuclear Regulatory Commission (NRC), to the following address:

U.S. Nuclear Regulatory Commission  
Office of the Chief Financial Officer  
Attn: Leah P. Tremper  
Mail Stop- T9E10  
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.

We ask that you inform us of any cancellations 30 days prior to the course starting date. This will assist us in ensuring that States with candidates on waiting lists have an opportunity to fill vacated slots that may open up after our course acceptance letters have been sent to you.

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

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

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

**/RA by Dennis M. Sollenberger for/  
Dennis K. Rathbun, Deputy Director  
Office of State and Tribal Programs**

Enclosures:  
As stated

STP-06-028

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OFFICE	STP		STP:DD						
NAME	BGUsilton:gd		DKRathbun						
DATE	03/30/06		03/30/06						

AGREEMENT STATE STUDENT LIST FOR THE  
ROOT CAUSE/INVESTIGATION WORKSHOP (G-205)

MAY 15-19, 2006  
CHATTANOOGA, TN

STATE	PARTICIPANT(S)	PAYING TUITION/ SPACE AVAILABLE
<p><b>FLORIDA</b></p> <p>Florida Department of Health 4052 Bald Cypress Way, Bin C21 Tallahassee, FL 32399-1741</p>	<p>Debbie Gilley</p>	<p>Space Available</p>
<p><b>KENTUCKY</b></p> <p>Radiation Health &amp; Toxic Agents Branch Cabinet for Health Services 275 East Main Street Mail Stop HS-2E-D Frankfort, KY 40621-0001</p>	<p>Angela Britton Ricky Horky Curt Pendergrass</p>	<p>Paying Tuition Paying Tuition Paying Tuition</p>
<p><b>TENNESSEE</b></p> <p>Tennessee Department of Environment and Conservation 3<sup>rd</sup> Floor, L&amp;C Annex 401 Church Street Nashville, TN 37243-1532</p>	<p>Wade Brewer James Bunch Stacey Hamilton Myra Norwood</p>	<p>Space Available Space Available Space Available Space Available</p>
<p><b>WASHINGTON</b></p> <p>Office of Radiation Protection Washington Department of Health P.O. Box 47827 Olympia, WA 98504-7827</p>	<p>Craig Lawrence Pamela Walsh</p>	<p>Paying Tuition Paying Tuition</p>

## 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 May 15-19, 2006, 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 12:00 noon on Friday, May 19, 2006.

**LODGING AND TRAVEL:** You should plan to arrive on Sunday, May 14, 2006, and depart on Friday, May 19, 2006. 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.hsrcd.ornl.gov> then under Resources and Tools click on training and then click on information at Chattanooga.

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.

## **DAY ONE**

- Introductions
- Root Cause Analysis and the NRC
- Model Root Cause Analysis Program
- Top 10 Root Cause Analysis Problems
- Getting Started on Investigations
- Hardware Failure: Recognition & Analysis
- Analytical Techniques
- Events and Causal Factors Analysis
- Investigative Interviewing

## **DAY TWO**

- Presentation of Events and Causal Factors Chart
- Human Performance
- Change Analysis
- Hazard-Barrier-Target Analysis
- Analytic Trees

## **DAY THREE**

- Presentation of Change Analysis, H-B-T Analysis and Preliminary Fault Tree Analysis
- MORT Analysis

## **DAY FOUR**

- Presentations of MORT Analysis
- Integrating Information
- Corrective Actions
- Oral Briefings Lecture

## **DAY FIVE**

- Critique of Performance by Instructor(s).
- Final Questions, Evaluation, Close out.

## **LABORATORY**

- Read case study
- Begin E&CF
- Plan for interviews

## **LABORATORY**

- Generate change analysis
- Generate H-B-T
- Generate fault tree
- Conduct interviews
- Update E&CF

## **LABORATORY**

- Conduct MORT analysis
- Conduct interviews
- Update previous analytics

## **LABORATORY**

- Complete all interviews
- Complete all analyses
- Generate lists of facts, conclusions, recommendations

## **LABORATORY**

- Assemble all materials including all analyses, lists of facts, conclusions, recommendations and other work materials
- Prepare for oral briefing
- Conduct oral briefing