



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D.C. 20555-0001

May 12, 2006

ALL AGREEMENT STATES, PENNSYLVANIA, VIRGINIA

**ACCEPTANCE TO THE ROOT CAUSE - INCIDENT INVESTIGATION WORKSHOP (G-205)  
(STP-06-045)**

Enclosure 1 is the list of students from the States selected to attend the June 26-30, 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  
Attn: Leah P. Tremper  
Office of the Chief Financial Officer  
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

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Dennis K. Rathbun, Deputy Director  
Office of State and Tribal Programs

Enclosures:  
As stated

STP-06-045

Distribution:

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OFFICE	STP		STP:DD				
NAME	BGUilton:nyc		DKRathbun				
DATE	05/11 /06		05/12/06				

**OFFICIAL RECORD COPY**

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

JUNE 26-30 2006  
AUSTIN, TX

STATE	PARTICIPANT(S)	PAYING TUITION/ SPACE AVAILABLE
<p><b>OKLAHOMA</b></p> <p>Radiation Management Section Oklahoma Department of Environmental Quality P.O. Box 1677 Oklahoma City, OK 73101-1677</p>	<p>Kevin Sampson</p>	<p>Paying Tuition</p>
<p><b>TEXAS</b></p> <p>Bureau of Radiation Control Department of Health Services 1100 West 49th Street Austin, TX 78756-3189</p>	<p>Cindy Cardwell Jerry Cogburn William Glen Corbin Ruben Cortez Michael Lee Dunn Ray Fleming Catherine Fontaine Robert Green Latischa Hanson Danny Ray Jisha Scott Kee Peter Myers Monica Perez Abra Paul Sanford Sonia Simmons Bridget Stephens William Stringfellow Barbara Taylor Francis Towey Arthur Tucker Hans Wager Kathleen Zulch</p>	<p>Paying Tuition Paying Tuition Space Available Space Available</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 June 26-30, 2006, at the Texas Department of Health Services (main complex), Moreton Building, Room 652, 1100 West 49<sup>th</sup> Street, Austin, Texas 78756. Contact for this course is Julie Davis. Should you need to contact Julie call (512) 834-6770 ext. 2061 or e-mail: Julie.Davis@dshs.state.tx.us.

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, June 30, 2006.

LODGING AND TRAVEL: You should plan to arrive on Sunday, June 25, 2006, and depart on Friday, June 30, 2006. Participants must make their own lodging and travel arrangements. Individuals should request a State or government employee rate at the hotels.

There is a covered parking garage adjacent to the main building that visitors may park in. There is a cafeteria on-site and many restaurants nearby. There are really no hotels next to Health Services, but there are a few within a reasonable distance at Interstate 35 and Highway 290:

Red Lion Hotel  
6121 North Interstate-35 at Highway 290  
Austin, TX 78752  
(512) 323-5466  
800-RED-LION

The Doubletree Hotel  
6505 Interstate-35 North  
Austin, TX 78752-4346  
(512) 454-3737  
800-222-TREE

Hilton Austin North (older hotel)  
6000 Middle Fiskville Road  
Austin, TX 78752  
(512) 451-5757

## **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