

July 23, 2007

ALL AGREEMENT STATES, NEW JERSEY, PENNSYLVANIA, VIRGINIA

**ACCEPTANCE TO THE ROOT CAUSE/INCIDENT INVESTIGATION WORKSHOP (G-205)
(FSME-07- 071)**

Enclosure (1) is the list of students from the States selected to attend the September 10-14, 2007, 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. 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 (NRC), to the following address:

U.S. Nuclear Regulatory Commission
Office of the Chief Financial Officer
Attn: Gina Jones
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.

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 named below.

POINT OF CONTACT: Brenda G. Usilton INTERNET: BGU@NRC.GOV
TELEPHONE: (301) 415-2348 FAX: (301) 415-3502

/RA/

Janet R. Schlueter, Director
Division of Materials Safety and State Agreements
Office of Federal and State Materials
and Environmental Management Programs

Enclosures:
As stated

FSME-07-071

Distribution:
DMSSA r/f
SRobinson, TTD/HR

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OFFICE	FSME/DMSSA	FSME/DMSSA			
NAME	BGUsilton:td	JRSchlueter			
DATE	07/22/07	07/23/07			

OFFICIAL RECORD COPY

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

September 10-14, 2007
ARLINGTON, TX

STATE	PARTICIPANT(S)	PAYING TUITION/ SPACE AVAILABLE
OHIO Bureau of Radiation Protection Ohio Department of Health 246 North High Street Columbus, OH 43215	David Johnson	Paying Tuition
OKLAHOMA Radiation Management Section Oklahoma Department of Environmental Quality P.O. Box 1677 Oklahoma City, OK 73101-1677	Christine Coffel Ralph Johnson	Paying Tuition Paying Tuition

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 September 10-14, 2007, at the Arlington Hilton Hotel in Arlington, Texas, 2401 East Lamar Blvd., Arlington, Texas 76006, phone number 817-640-3322 or 1-800-445-8667.

COURSE: The course will be conducted beginning at 8:00 a.m. and ending at 4:00 p.m. each day. The workshop is scheduled to be completed at 2:00 p.m. on Friday, September 14, 2007. A tentative agenda is attached as Enclosure (4).

LODGING AND TRAVEL: You should plan to arrive on Sunday, September 9, 2007, and depart on Friday, September 14, 2007. Participants must make their own lodging and travel arrangements. Individuals should request a State or government employee rate at the hotels. Directions from Dallas Fort Worth Airport to the Region IV Office are attached as Enclosure (3). Below are a number of hotels in the area.

Cellular phones and similar devices with audible capability should be disabled while classes are in session. Normal office/business attire is appropriate for students attending training.

LEXINGTON SUITES (within walking distance, but not recommended)

700 E. Lamar Blvd.
Arlington, TX 76011
817-765-7711
800-927-8483

WYNDHAM ARLINGTON

1500 Convention Center Drive
Arlington, TX 76011
817-261-8200
1-800-442-7275

COUNTRY INN & SUITES

1075 Wet'n Wild Way
Arlington, TX 76011
817-261-8900
1-800-456-4000

SPRINGHILL SUITES BY MARRIOTT (\$77)

1975 East Lamar Blvd.
Arlington, TX 76006
817-860-2737
1-800-228-2800 www.marriott.com

TOWNE PLACE SUITES-MARRIOTT (extended stay) ^(\$85)

1709 East Lamar Blvd.
Arlington, TX 76006
817-861-8728 www.marriott.com

HILTON ARLINGTON

2401 East Lamar Blvd.
Arlington, TX 76006
817-640-3322
1-800-445-8667

SUBURBAN LODGE NORTH (extended stay-small room, weekly cleaning)

2211 N. Collins Street
Arlington, TX 76011
817-461-3178
1-800-951-STAY

STUDIO PLUS HOTEL

2420 East Lamar Blvd.
Arlington, TX 76006
817-649-0021

COURTYARD BY MARRIOTT (\$85)

1500 Nolan Ryan Expressway
Arlington, TX 76011
817-277-2774
1-800-321-2211 www.marriott.com

FAIRFIELD INN BY MARRIOTT

2500 East Lamar Blvd.
Arlington, TX 76006
817-649-5800 1-800-228-2800

HAWTHORN SUITES HOTEL

2401 Brookhollow Plaza Drive
Arlington, TX 76006
817-640-1188
1-800-527-1133

INN TOWNE LODGE

1181 North Watson Road
Arlington, TX 76011
817-649-0993
1-800-441-1651

CANDLEWOOD SUITES

2221 Brookhollow Plaza Drive
Arlington, TX 76006
817-649-3336
1-888-CANDLEWOOD

WINGATE INN

1024 Brookhollow Plaza Drive
Arlington, TX 76006
817-640-8686
1-800-228-1000

RESIDENCE INN BY MARRIOTT (extended stay)(\$85)

1050 Brookhollow Plaza Drive
Arlington, TX 76006
817-649-7300 www.marriott.com

RANGER INN & SUITES

800 Six Flags Drive
Arlington, TX 76011
817-649-1168

BAYMONT INNS & SUITES

2401 Diplomacy Drive
Arlington, TX 76011
817-633-2400
1-800-301-0200

SLEEP INN

750 Six Flags Drive
Arlington, TX 76011
817-649-1010
1-888-753-3762

ARLINGTON AMERISUITES

2380 East Road to Six Flags
Arlington, TX 76011
817-649-7676
1-800-833-1516

TRAVELODGE

1175 North Highway 360
Arlington, TX 76011
817-640-9139

Directions from Dallas-Fort Worth Airport to NRC Region IV Office

Take South Airport Exit approximately 3 miles to Texas Highway 183 West.

Take Texas Highway 183 West approximately 1 mile to Texas Highway 360 South.

Take Highway 360 South approx. 5 miles to Lamar Drive West.

Take Lamar drive West to Harris Methodist Health Plan Building (second largest building in Arlington, sixteen stories). Just North of Interstate 30, between Collins and Cooper Streets, West of the Ballpark in Arlington, Six Flags Amusement Park, and Hurricane Harbor. NRC reception area is located on the fourth floor.

611 Ryan Plaza Drive
Arlington, TX 76011-8064
817/860-8100

TENTATIVE AGENDA

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

LABORATORY

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

DAY TWO

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

LABORATORY

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

DAY THREE

- Presentation of Change Analysis, H-B-T Analysis and Preliminary Fault Tree Analysis
- MORT Analysis
- Events and Causal Factors Analysis
- Investigative Interviewing

LABORATORY

- Conduct MORT analysis
- Conduct interviews
- Update previous analytics

DAY FOUR

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

LABORATORY

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

DAY FIVE

LABORATORY

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

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