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

SECRETARY

December 20, 2011

Billie Garde
Clifford & Garde LLP
1707 L Street NW – Suite 500
Washington, DC 20003

Dear Ms. Garde:

The U.S. Nuclear Regulatory Commission (NRC) is pleased that you will participate in a public Commission meeting on the status of outreach and educational efforts with external stakeholders related to the Safety Culture Policy Statement, on February 9, 2012, at 9:00 a.m. The meeting will be held in the Commissioners' Conference Room on the first floor of the NRC's Headquarters building at One White Flint North, Rockville, Maryland. The Commission is interested in hearing your views on industry activities related to the Safety Culture Policy Statement. I am enclosing a copy of the draft meeting agenda for your information (enclosure 1). My staff will keep you informed of any updates to the agenda.

To assist the Commission in preparing for the meeting, please e-mail any written material, including slides/viewgraphs, to Ms. Rochelle Bavol and Ms. Sandy Joosten (**rochelle.bavol@nrc.gov** and **sandy.joosten@nrc.gov**) in the Office of the Secretary, by February 2, 2012, so that it can be distributed to the Commission for review in advance of the meeting. Enclosed are guidelines for slides, if you choose to use them (enclosure 2). PowerPoint is the preferred format, but other electronic presentation formats may be used. This Commission meeting will be webcast live at the Web address: **www.nrc.gov.** If you intend to use slides, they will also be posted on the NRC website prior to the meeting. If you have any questions, please contact Ms. Bavol at 301-415-1651.

Your presentation at the Commission meeting should be based on the assumption that Commissioners are familiar with the content of your written material. Please plan your oral presentation for 10 minutes, discussing the important points on which you wish to focus the Commission's attention.

The NRC Headquarters building is located opposite the White Flint Metro Station on Rockville Pike and Marinelli Drive, Rockville, Maryland. The White Flint Metro Station is on the Red Line of the Washington area subway system. Reserved visitor parking for Commission guests is available. If you wish to use reserved parking, please notify Ms. Bavol in advance. If reserved parking has been arranged, please check-in with the security staff at the entrance to the NRC campus on Marinelli Drive when you arrive. A Security Guard will call for an escort. Please

note that visitors will be screened through metal detectors, will have their packages x-rayed, and will be required to present a picture identification card prior to signing in at the registration desk.

Sincerely,

Annette Vietti-Cook
Secretary of the Commission

Enclosures:
1. Draft Agenda
2. Briefing Visuals Guidance

Draft: 12/20/11

## SCHEDULING NOTE

**Title:** **BRIEFING ON STATUS OF OUTREACH AND EDUCATIONAL EFFORTS WITH EXTERNAL STAKEHOLDERS RELATED TO THE SAFETY CULTURE POLICY STATEMENT (Public)**

**Purpose:** To provide the Commission a discussion of the status of activities the external stakeholders have been engaged in and the outreach and educational efforts the staff has taken with the regulated communities. In addition, any potential future activities will be discussed. This meeting will also facilitate Commission voting on future implementation plans.

**Scheduled:** **February 9, 2012**

**9:00 am**

Duration: Approx. 3 hours

Location: Commissioners' Conference Room, 1st floor OWFN

**Participants:** **Presentation**

**External Panel** **40 mins.***

**Janet Schlueter**, Director, Fuel and Materials Safety, Nuclear Energy Institute, Fuel Cycle Facilities Representative — 10 mins.*

Topic: Discussion of industry implementation of Safety Culture.

**Lee Cox**, Organization of Agreement States, Director of Emerging Issues and Advocacy, and Chief, North Carolina Division of Health Service Regulation, Department of Health and Human Services — 10 mins.*

Topic: Discussion of activities completed and planned related to the Safety Culture Policy Statement.

**Ed Halpin**, Chief Nuclear Officer, South Texas Project Nuclear Operating Company — 10 mins.*

Topic: Discussion of South Texas Project Safety Culture Pilot.

**Billie Garde**, Attorney and Partner at Clifford & Garde, LLP — 10 mins.*

Topic: Views on industry activities related to the Safety Culture Policy Statement.

**Commission Q & A** **50 mins.**

**Break** **5 mins.**

**NRC Staff Panel** **30 mins.***

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| **Bill Borchardt,** Executive Director for Operations | |
| **Andy Campbell,** Deputy Director, Office of Enforcement | 2 mins.* |
| **Diane J. Sieracki,** Senior Safety Culture Program Manager, Office of Enforcement | 4 mins.* |
| **Undine Shoop**, Branch Chief, Health Physics and Human Performance Branch, NRR | 6 mins.* |
| **Cindy Flannery,** Health Physicist, Intergovernmental Liaison Branch, FSME | 6 mins.* |
| **Laura Dudes,** Director, Division of Construction Inspection and Operations Program, NRO | 6 mins.* |
| **John Kinneman**, Director, Division of Fuel Cycle Safety and Safeguards Division of Spent Fuel Storage and Transportation, NMSS | 6 mins.* |

Topic: Discussion of outreach and educational activities completed and planned related to the Safety Culture Policy Statement.

**Commission Q & A** **50 mins.**

**Discussion – Wrap-up** **5 mins.**

*For presentation only and does not include time for Commission Q & A's.

Documents:
- Chairman tasking memo issued 7/22/11; Implementation Plan due 1/26/12.
Staff background material due to SECY: January 26, 2012.
Slides due to SECY: February 2, 2012.

Enclosure 2

# PRESENTATION TITLE
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## Date of Briefing

## Your name, title, office

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# *Slide Title – Arial Black 36*

- ***Text (Arial Black 32) on white.***
- ***Top and Side margins 1 inch min.***
- ***Bottom margin 2 inch min.***
- ***Number pages***
- ***Explain acronyms or include a separate slide with list***