



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

(STP-06-029, March, Training, G-205)

March 30, 2006

ALL AGREEMENT STATES, PENNSYLVANIA, VIRGINIA

**ACCEPTANCE TO THE ROOT CAUSE - INCIDENT INVESTIGATION WORKSHOP (G-205)
(STP-06-029)**

Enclosure 1 is the list of students from the States selected to attend the May 22-26 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 a student has any special needs, please advise us as soon as possible so that we may arrange to accommodate these needs prior to arrival at the training site.

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
FAX: (301) 415-3502

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

Enclosures:
As stated

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

MAY 22-26, 2006
King of Prussia, PA

STATE	PARTICIPANT(S)	PAYING TUITION/ SPACE AVAILABLE
ARKANSAS Division of Radiation Control and Emergency Management Arkansas Department of Health 4815 West Markham Street Slot #30 Little Rock, AR 72205-3867	Steve Mack	Space Available
WASHINGTON Office of Radiation Protection Washington Department of Health P.O. Box 47827 Olympia, WA 98504-7827	Anine Grumbles	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 May 22-26, 2006, at the NRC Region I Office, 475 Allendale Road, King of Prussia, Pennsylvania 19406, Telephone (610) 337-5386. Contact person for any questions would be Chris O'Rourke.

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 2:00 p.m. on Friday, May 26, 2006. Enclosed is a course agenda (Enclosure 3).

LODGING AND TRAVEL: You should plan to arrive on Sunday, May 21, 2006, and depart on Friday, May 26, 2006. Participants must make their own lodging and travel arrangements. Individuals should request a State or government employee rate at the hotels. Enclosed for your information is a list of hotels in the vicinity and directions from the airport (Enclosure 2).

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.

DIRECTIONS FROM PHILADELPHIA INTERNATIONAL AIRPORT

From the Airport, take I-95 South towards Chester. Follow I-95 South to the exit for I-476 North (Blue Route).

Exit onto I-476 North. Follow I-476 North to the exit for I-76 West (Schuylkill Expressway). Exit onto I-76 West. Follow I-76 West to the exit for Mall Boulevard.

Exit at Mall Boulevard. At the traffic light turn left onto Mall Boulevard. Follow Mall Blvd to Wills Road.

Turn left on Wills Road. Follow Wills Road to Allendale Road. Turn left on Allendale Road. Once crossing the bridge, on your left you will pass a Catholic Church (traffic light at church entrance), a few homes and a Catholic School. The next building you come to on your left will be the back of the NRC building. The building next to it is a two-story, red brick building with white columns out front. This is the "K of P Medical Building."

At that traffic light (Keebler Road), left turn. You are turning onto the access road. Follow the road until it goes no further. You will pass by two parking lots on your left before you enter the third and final parking lot. Park in this lot.

The NRC building is "L" shaped and the main entrance is at the junction of the two wings. Once in the lobby, you will see a door with an NRC logo on it. Ring the buzzer and the receptionist will admit you. Sign in and ask the receptionist to contact Human Resources.

DIRECTIONS FROM THE PENNSYLVANIA TURNPIKE

Follow the Pennsylvania Turnpike to the exit for Valley Forge/King of Prussia.

This is a toll road.

Exit at Valley Forge/King of Prussia. You will then be on the Schuylkill Expressway (I-76E).

Take the first exit off the expressway, once through the tollbooth (Gulph Road).

Follow Gulph Road to the intersection of Gulph Road and First Avenue. You will pass through three traffic lights before you come to First Avenue. The Baptist Center will be on your right, and the Radisson Hotel (Valley Forge Convention Center) will be directly across the street.

Turn right onto First Avenue. Follow First Avenue to the end. At the end, make a right turn onto Allendale Road.

At the next traffic light, Keebler Road, turn right. You are turning onto the access road. Follow the road until it goes no further. You will pass by two parking lots on your left before you enter the third and final parking lot. Park in this lot.

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DIRECTIONS FROM THE NEW JERSEY TURNPIKE

Follow the New Jersey Turnpike to the Delaware River Bridge. Cross over into Pennsylvania and continue on the Pennsylvania Turnpike to the exit for Valley Forge/King of Prussia.

This is a toll road.

Exit at Valley Forge/King of Prussia. You will then be on the Schuylkill Expressway (I-76E).

Take the first exit off the expressway, once through the tollbooth (Gulph Road).

Follow Gulph Road to the intersection of Gulph Road and First Avenue. You will pass through three traffic lights before you come to First Avenue. The Baptist Center will be on your right, and the Radisson Hotel (Valley Forge Convention Center) will be directly across the street.

Turn right onto First Avenue. Follow First Avenue to the end. At the end, make a right turn onto Allendale Road.

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DIRECTIONS FROM BALTIMORE/WASHINGTON, DC

Take Route 95 North into Pennsylvania. After the exits for the City of Chester, there will be an exit for I-476 North (Blue Route). Exit at I-476 North.

Follow I-476 North to the exit for I-76 West (Schuylkill Expressway). Exit onto I-76 West.

Follow I-76 West to the exit for Mall Boulevard. Exit at Mall Boulevard.

At the traffic light turn left onto Mall Boulevard. Follow Mall Blvd to Wills Road.

Turn left on Wills Road. Follow Wills Road to Allendale Road.

Turn left on Allendale Road. Once crossing the bridge, on your left you will pass a Catholic Church (traffic light at church entrance), a few homes and a Catholic School. The next building you come to on your left will be the back of the NRC building. The building next to it is a two-story, red brick building with white columns out front. This is the "K of P Medical Building".

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DIRECTIONS FROM PHILADELPHIA 30TH STREET AMTRAK STATION

From the train station, take I-76 West (Schuylkill Expressway). Follow I-76 West to the exit for Mall Boulevard.

Exit at Mall Boulevard. At the traffic light turn left onto Mall Boulevard. Follow Mall Blvd to Wills Road.

Turn left on Wills Road. Follow Wills Road to Allendale Road. Turn left on Allendale Road. Once crossing the bridge, on your left you will pass a Catholic Church (traffic light at church entrance), a few homes and a Catholic School. The next building you come to on your left will be the back of the NRC building. The building next to it is a two-story, red brick building with white columns out front. This is the "K of P Medical Building."

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DIRECTIONS FROM PHILADELPHIA (SCHUYKILL EXPRESSWAY)

Follow I-76 West to the exit for Mall Boulevard. Exit at Mall Boulevard. At the traffic light turn left onto Mall Boulevard. Follow Mall Blvd to Wills Road. Turn left on Wills Road.

Follow Wills Road to Allendale Road. Turn left on Allendale Road. Once crossing the bridge, on your left you will pass a Catholic Church (traffic light at church entrance), a few homes and a Catholic School. The next building you come to on your left will be the back of the NRC building. The building next to it is a two-story, red brick building with white columns out front. This is the "K of P Medical Building."

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HOTEL ACCOMMODATIONS IN THE KING OF PRUSSIA AREA

Hilton - Valley Forge
Route 202 North
King of Prussia, PA
(610) 337-1200

Comfort Inn
Route 202 North
King of Prussia, PA
(610) 962-0700

McIntosh Inn
Route 363 & Goddard Blvd
King of Prussia, PA
(610) 768-9500

Holiday Inn
260 Goddard Blvd
King of Prussia, PA
(610) 265-7500

Hampton Inn
Route 202 North
King of Prussia, PA
(610) 962-8811

Radisson/Scanticon Hotel
Route 363 & First Avenue
King of Prussia, PA
(610) 337-2000

Sheraton Hotel
Route 363 & PA Turnpike
King of Prussia, PA
(610) 337-1800

Howard Johnson's Motor Lodge
Route 202 & Schuylkill Expressway
King of Prussia, PA
(610) 265-4500

Homestead Village
400 American Avenue
(corner of First & American Avenues)
King of Prussia, PA
(610) 962-9000

MainStay Suites
440 American Avenue

King of Prussia, PA
(484) 690-3000

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