



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

(STP-06-075, August, Training, G-205)

August 22, 2006

ALL AGREEMENT STATES, NEW JERSEY, PENNSYLVANIA, VIRGINIA

**ACCEPTANCE TO THE ROOT CAUSE - INCIDENT INVESTIGATION WORKSHOP (G-205)
(STP-06- 075)**

Enclosure 1 is the list of students from the States selected to attend the October 2-6, 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 (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
FAX: (301) 415-3502

/RA/

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)

October 2-6, 2006
Tallahassee, Florida

STATE	PARTICIPANT(S)	PAYING TUITION/ SPACE AVAILABLE
<p>FLORIDA</p> <p>Bureau of Radiation Control Dept. of Health 4052 Bald Cypress Way, Bin C21 Tallahassee, FL 32399-1741</p>	<p>Charles Adams Jerry Bai Dan Borek David Ferguson Steve Furnace Jose Guadix Charles Hamilton Robert Knecht Wesley Nall Richard Parham Paul Pavlick Paul Vause Debbie Gilley Glen Smith Richard Davis Leo Bakersmith Thomas Tomczak Ben Register Don Steiner Tristan Timm</p>	<p>Paying Tuition Paying Tuition Space Available Space Available Space Available Space Available Space Available Space Available Space Available Space Available Space Available</p>
<p>OKLAHOMA</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>

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 October 2-6, 2006, at the Cabot Lodge, 1653 Raymond Diehl Road, Tallahassee, Florida. Telephone - 850-386-7500.

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, October 6, 2006. Normal office/business attire is appropriate for students attending training. Cellular phones and similar devices with audible capability should be disabled while classes are in session.

LODGING AND TRAVEL: You should plan to arrive on Sunday, October 1, 2006, and depart on Friday, October 6, 2006. Participants must make their own lodging and travel arrangements. The hotel is located right off Interstate 10, and can be viewed at <http://cabotlodgethomasvilleroad.com/>. Room rate is \$89.00 per night, however, students may choose to stay elsewhere. Reservations need to be guaranteed by September 18th with a credit card in order to receive this rate.

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.
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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