



Course Announcement

At the **Bethesda North Marriot Hotel and Conference Center**
Sept. 28, 2009 through Oct. 2, 2009

Objective

Provide structured supplemental training to DOE/NNSA senior personnel to improve their capability to fulfill safety and leadership responsibilities within the Department's defense nuclear complex. Successful completion satisfies the minimum requirements to support delegation of safety responsibilities as described in the Deputy Secretary Energy's memorandum, Delegation of Safety Authorities, dated December 27, 2005.

Description

The program is presented in modules over a nominal five-day period, and is conducted as an *in-residence program*. The training includes group discussions, guest speakers, breakout groups, and case studies. The optimal class size is 20 (*no more than 24*). The curriculum includes testing to verify comprehension of the material.

Classes begin with breakfast each morning at 7:00 a.m., with training continuing until 5:00 p.m. each afternoon. Luncheon speakers are scheduled for each day of the program. The program closes at 2:00 p.m. on Friday, October 2, 2009. **Breakfast and lunch are provided.**

Attendees must subtract the per diem approved rates for breakfast (\$12) and lunch (\$18) when submitting travel expenses for reimbursement.

Target Audience

The target audience includes Managers and Deputy Managers from the Site Offices and Senior Managers from DOE and NNSA Headquarters. Attendees should be qualified as Senior Technical Safety Manager or possess the equivalent competencies. **Course participants are selected by their respective Assistant Secretary or the NNSA Principal Deputy Administrator.**

Accommodations

This year the program is held at the Bethesda North Marriott Hotel and Conference Center in Bethesda, Maryland. **Reservations must be made individually through the Hotel Reservations Department.** Please reference the Nuclear Executive Leadership Training program in your call.

Module 1

Human Performance Improvement (4 Hours)

- Overview of human performance principles and applications
- Errors, defenses, and how to improved performance at the job site and within the organization
- The organization and leaders' role in human performance
- Just Culture

Module 2

The Nuclear Professional (2 Hours)

- Overview of INPO
- Special nature of nuclear activities — the nuclear professional
- Applications of standards
- Effect of procedures
- Erosion of the work environment

Module 3

Managing Technical Personnel and the Technical Qualification Program (2 Hours)

- Recruiting, selecting, and retaining high-caliber employees
- Using the Technical Qualification Program (TQP) to achieve excellence
- Identifying critical capabilities, leveraging resources, and succession planning

Module 4

Managing the Safety Basis (6 Hours)

- Complying with, maintaining, and revising the Authorization Bases
- *Case Study — Unreviewed Safety Question (USQ)*
- Unreviewed Safety Questions
- The role of Safety Management Programs
- Work planning and hazard analysis
- Quality assurance and quality controls
- Ensuring the readiness of facilities to startup and operate safely – the ORR process



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Module 5

Integrating Safety Into Design (2 Hours)

- Basis of Development of DOE-STD-1189
- Requirements
- Roadmap
- Implications for DOE Line Management

Module 6

Managing Environmental Issues (4 Hours)

- Overview of DOE's Environmental Management Program
- Managing the environmental aspects of DOE's activities
- Implementing NEPA successfully
- Radiation protection of the public and environment
- Radiological control and the release of property

Module 7

Oversight (4 Hours)

- Overview of the oversight program/process
- Assessment Planning
- Conducting Assessments
- Documenting Assessment Results
- Assessment Activities and Conduct

Module 8

Problem Solving and Risk-Based Decision Making (4 Hours)

- *Case Study — Carter Racing*
- The roots of PRA and PSA
- Defining the concept of risk and related terms
- Comparison of risks
- Positive aspects of risk management
- Operational Decision Making Principles

Module 9

Differing Professional Opinions (2 Hours)

- Differing Professional Opinions (DPO) process for nuclear safety
- Lessons learned relative to DPO
- Evolution of the employee concerns program
- Techniques to minimize DPOs, employee concerns and whistleblower cases

Module 10

Safety Culture in High-Reliability Organizations (4 Hours)

- Safety culture overview
- Principles for a Strong Nuclear Safety Culture (INPO)
- Safety culture and the relationship to recent accidents
- *Breakout Session — Recognizing and Measuring a Sound Safety Culture*
- Review of the safety culture trouble signs
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