

CSSG TASKING 2018-01

August 22, 2018

Task Title:

Educational/Training for Improving Effectiveness of NCS interface with Operations/Production
(aka Content for NCSP class for Criticality Safety Officers)

Task Statement:

A number of functions within a healthy Criticality Safety Program are specifically dependent on effective communication and an efficient interface between the operations/production organization and the criticality safety engineering organization.

These functions include but are not limited to:

- Criticality safety program implementation – understanding limits and their basis including the hazard analysis, writing/reviewing appropriate procedures/postings supporting those limits and controls. Performing verification reviews that the limits/controls/equipment/postings are adequate, accurate and effective for operations to do work.
- Assessing process drift – how to evaluate activities within the process against the process description and the assumptions in the criticality safety evaluation (CSEs) (not just during annual operations/production (OPS) reviews). This includes supporting the hazard assessment portion of the CSEs.
- Annual operations reviews – how to effectively perform a meaningful OPS review as part of a team – what criticality safety related items should be looking for during these walkdowns? How best to provide value added comments to the OPS review documentation? How to ensure follow-up of commented items with management?
- Infraction grading and response – how to help operations determine (with criticality safety engineer support) the implications of a mis-step or unintended operation or discovery.
- Understanding of roles and responsibilities - standards and orders that directly impact operations/production (e.g., Supervisor responsibilities within 8.19; procedure and posting requirements)
- Coordination the team hazard assessment part of the criticality safety evaluation.

In some organizations, managers and supervisors have found it useful to assign some or all of these functions to individuals referred to as Criticality Safety Officers (CSOs).

The CSSG is tasked to develop the outline of a projected NCSP course for improving this interface. This task should include:

- Discuss and solicit feedback from practicing operations/production staff responsible for the interface with criticality safety to identify elements and possible sources of training materials

- Solicit feedback from criticality safety managers and operations/production managers to determine conditions where improved communication between operations/production and CSEs could have benefited their program and how to facilitate improvements
- Review existing materials from NCSP CSE training courses, NCSET modules and site CSO training materials to identify those specific to the interface functions
- Identify any missing elements
- Identify appropriate information to fill these gaps
- Develop the outline of a curriculum to address the functional needs to enhance the operations/production/CSE interface (aka the CSO role) and, in addition, provide an overview of the criticality safety discipline, resources, and standards.
- Determine the extent of hands-on demonstration needed.

Resources:

CSSG Task 2018-01 Team Members:

Mikey Brady Raap (Team Leader)

Bob Wilson

Jerry McKamy (CSSG Emeritus)

Jerry Hicks

Fitz Trumble

Doug Bowen (NCSP Program Execution Manager)

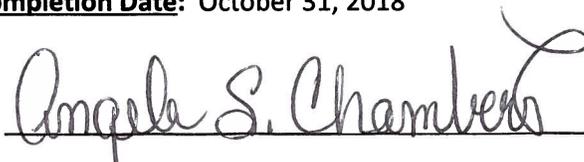
Contractor CSSG members of the team will use their NCSP CSSG support funding as appropriate; DOE CSSG members of the team will utilize support from their site offices.

Deliverables:

1. Develop task list and assign responsibilities to individual task members: August 15, 2018
2. Initial telcon: August 24, 2018
3. Written inquiries to NCS managers, CSOs, Operations/Production managers: August 31, 2018 (Request response by September 12, 2018)
4. Draft summary of training elements to enhance/inform interface for internal discussion: September 14, 2018
5. Follow up with NCS managers, CSOs: September 17, 2018
6. CSSG Subgroup to provide draft letter report to full CSSG for review: October 8, 2018
7. Full CSSG to provide review comments to Task Team Leader: October 22, 2018
8. CSSG team to issue final report to NCSP Manager: October 31, 2018

Task Completion Date: October 31, 2018

Signed: _____



Angela Chambers, Manager, US DOE NCSP