



*Integrated Safety Management (ISM) Energy Facility Contractors Group (EFCOG)*

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## **Meeting Minutes**

### **Energy Facility Contractors Group (EFCOG) Integrated Safety Management (ISM) Working Group (WG) Feedback & Improvement Subgroup**

#### **ORPS Task Group Meeting**

**Spring Meeting – Albuquerque NM,  
April 26, 2006**

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**I. Welcome and Introductions**      **Jeannie Boyle, HQ/EH, Advisor & Meeting Lead**  
**Gary Branson, INL**

Jeannie Boyle, DOE HQ Occurrence Reporting Program Manager, welcomed the meeting participants and introduced Gary Branson, INL, who then asked each participant to introduce him/herself. Attendees included:

Coy Bible, BBW/INL  
Cynthia Blackwell, LANL  
Raymond Blowitski, DOE/EH-32  
Jeannie Boyle, DOE/EH-32  
Donald M. Bourcier, LANL  
Gary Branson, BEA/INL  
Bob Bullock, BWXT Pantex  
Greg Christensen  
Linda Collier, LANL  
Terri Crippen, Sandia  
Connie DeGrange  
Barbara Eccher  
Mark Fitzgerald  
Terry Fogle, LANL  
Doris Frazier, BJC  
David Freshwater, SAIC  
Lloyd Gordon, LANL  
Bobby Gray, Fluor Hanford  
Matt Hardy, LANL  
Andy Hobbs, Oak Ridge  
Mark Hunsinger, LANL  
Rod Hutto, WSRC  
Jeff Irwin, NNSA/SSO (SNL/CA)  
Mat Irwin, DOE/RL  
Jewelee Lucero, Sandia  
Dee Lynch, BSC/Yucca Mountain



Rick Martinez, PEC  
Harold Monroe, DOE/ORO  
George Mortensen, INPO  
Jody Pugh, NNSA/LASO  
Joe Richardson, LANL  
Rick Strohl, BSC/Yucca Mountain  
Bob Seal, DOE/ID  
Marnelle Sheriff, Richland  
Edward Sierra, Brookhaven  
Stasia Ann Scocca, Brookhaven  
Frank Tooper, DOE/EH-32  
Steve Thorne, INL  
Jay Traverso, PEC  
Chris Tolendino, Sandia  
Patricia Vardaro-Charles  
Isabel R. Waddell, CWI  
Shaun Waters, Richland

## **II. Announcements**

**Jeannie Boyle, HQ/EH**

Jeannie discussed further information on

- how other areas in EFCOG are related to occurrence reporting
- formation of the electrical safety group and their research and development of ways to improve electrical safety around the Complex
- Lloyd Gordon's participation on that electrical safety committee, then introduced him and the presentation to follow.

## **III. Complex-Wide Electrical Safety**

**Lloyd Gordon, LANL Electrical Safety Committee**

Lloyd was presenting for the Occurrence Reporting Task Group on Electrical Safety, which included Tommy Martinez, Brian MacDonald, Lloyd Gordon, and Steve Thorne. Their slide presentation "Electrical Severity Ranking Tool" covered the following:

- Definitions and questions for incident/accident critiques and reports
- Problems with reporting
- Goals
  - Better tools for assessing and reporting electrical accidents and incidents
  - Consistent process for evaluating electrical incidents across the Complex
  - Tools to help gather the relevant electrical information during a critique
- Electrical Safety Improvement Project
- Proposed solutions and their purpose
  - Electrical Severity Ranking Tool
  - Electrical Severity Index Tool
- Recent history
- DOE call for a new perspective
- Problems with the current system
- Potential for injury
- Electrical hazard classification organizational table



- Event conditions and boundaries
- Tool performance
- Path forward and other applications

#### **IV. Performance Analysis**

**Connie DeGrange, LLNL**

Connie gave a status report from the Performance Analysis Task Team meeting of 4/23/06 and draft White Paper. Topics included:

- DOE Order 231.1A requires performance analysis of occurrences
- Definition of performance analysis
- Task team action on writing the performance analysis guide
- Need for additional guidance
  - Which problems should be included in the analysis
  - When should each event be reported individually and when should each be reported as recurring?
  - How do you evaluate small sets of data?
  - When events are identified, what criteria are used to determine whether it is recurring?
- Further discussion and clarification of the existing set of questions for performance analysis

#### **V. Performance Monitoring of Quality Systems**

**Rick Martinez, Office of Corporate Performance Assessment**

Highlights of the slide presentation entitled “Converting ORPS Occurrence Data to QA Management Indicators” from Bud Danielson and Rick Martinez included:

- Who is the Office of Quality Assurance Programs and what is their responsibility?
- Beneficial goals include
  - precursor trending
  - recognize leading indicators
  - provide insight on QA management systems performance
  - improve extraction of QA trending information
- Flowchart of basic quality improvement process managed at site level
- What is ORPS?
- Enhancing ORPS information
- New QA selection field in ORPS and field guidance
- Mapping causes to QA indicators
- QA trending and performance charts
- Potential uses of indicators

#### **VI. Sharing for Performance Excellence**

**Roy Lebel, Brookhaven**

Roy’s presentation discussed some history of Brookhaven, aligning ORPS to System Performance, and Systems Performance Monitoring and Reporting. Highlights included:

- BNL ORPS charts



- Common thread – QA Rules & Order/10 Criterion à QA implementation Plan à Quality Program
- Management systems-based approach of BNL
- 10 Quality Assurance Criteria – 10 CFR 830.120 & Order 414.1C
- Quality system performance
- Work Planning & Control
- ISM Core Functions/Implementing Management systems
- One system for institutional performance

## **VII. EFCOG Suspect/Counterfeit Improvement Task**

**Bob Carter, West Valley**

Bob Carter's slides discussed the following:

- Finding S/CI material is not negative, it's a positive, in that S/CI material is not being installed into your facilities
- Some key themes regarding S/CI are:
  - Eliminate safety concerns
  - Increase requisitioner awareness
  - Reduce project delays due to on-site S/CI discoveries
- Management requested West Valley to benchmark other S/CI programs in Complex and after evaluation, recommend improved, standardized, efficient process to DOE.
- S/CI reporting per DOE O 414.1C, CRD para.4.b.(8), DOE O 231.1A Change 1, and DOE 221.1.
- Questions on the survey (see presentation) regarding site programs, notification, feedback.

## **VIII. Proposed Changes to ORPS**

**Jeannie Boyle, HQ/EH**

Jeannie's presentation began with the status of occurrence reporting, along with the origins and revisions to the original requirement. Other highlights included:

- Number of occurrence reports and occurrences in the ORPS database
- Coming changes to OR program requirements
- Addition of field to code weaknesses in the QA program
- Chart including revisions to the Occurrence Reporting Model
- Criteria changes
  - Fire
  - Electrical
  - Hazardous energy control
  - PISA
  - Stop work/shutdown
  - Evacuation
  - Environmental release
  - RadCon
  - Radiation Exposure
  - Management Concern



- Near Miss
- Secondary DOE directed
- Quality of occurrence reports
- Status of SafeMark
- Path Forward

**IX. ORPS Interpretation Draft Process**                      **Patty Vardaro-Charles, LANL OR Team Lead**

Patty presented the proposed interpretation process paper including two flowcharts on the proposed ORPS Interpretation General Process and discussed the following:

- Need for a standardized interpretation process, as the ORPS criteria is not black and white in most cases
- Interpretations are not consistent throughout the Complex
- Need a quick interpretation flowchart
- Suggestion to put online through the EFCOG website ORPS interpretation page
- Resolution form
- Have a designated ORPS contact at each site
- Invite input to draft process
- LANL would like to take the lead on interpretation of hazardous energy control

**X. Guidance on Near Miss**    **Jay Traverso, PEC**

Jay reviewed ‘Management Concern and Near Miss Examples by ORPS Reporting Criteria’, listing several examples that were discussed. Other discussion included differences in interpretation throughout the Complex, adverse regulator interpretation, the addition (or not) of vehicle accident and protective force security events, the necessity of consistent near miss definition.

**XI. Open Forum/Path Forward**    **Jeannie Boyle, HQ/EH and Gary Branson, INL**

The discussions included: (The bolded items below were selected for work group tasks)

- **Cause coding of SC4 or reclassification of SC4 (Actionee: Andy Hobbs)**
- **Position paper on conflicts and redundancies in ORPS/NTS/CAIRS/CATS, etc. (Actionee: Patricia Vardaro-Charles)**
- Link between time event occurs through completion of corrective actions
- How will elements of 414.1C really be incorporated?
- **Quality of reports (Actionee: Rod Hutto)**
- Establishing use of the contractor’s performance analysis.
- POC list – maintenance and communications, needs lead
- Near miss interpretations study

**XII. Next Meeting**    **Jeannie Boyle, HQ/EH and Gary Branson, INL**

The next meeting of the ORPS Task Team will be October or November 2006 concurrent with the Fall ISM Working Group meetings. Additional information will be provided as it becomes available.



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Presentations will be available on the EFCOG ISM Working Group's web site ([www.EFCOG.org](http://www.EFCOG.org) then click on Integrated Safety Management under Working Groups) and from the ORPS Home Page (<http://www.eh.doe.gov/paa/orps.html> then click on [Latest ORPS Information](#)).

\*Presentations are located on the EFCOG ISM Working Group web site.