

FY16 Annual Reporting - Completed Tasks

Working Group Regulatory and Enforcement **Annual Report (FY)** 16

Task Group

Task Sheet Number RE-15-01 **Task Closed Date** 5/30/2016

Task Title Provide formal training for Enforcement Coordinators

Task Description With the influx of new Enforcement Coordinators, it was determined that a formal training module should be developed that can be provided to Enforcement Coordinators on a regular basis. The training is intended to provide an overview of the Enforcement Coordinator position, lessons learned from experienced Coordinators, and the contractor's perspective on the Coordinator role.

The training includes the following elements:

- Purpose of the enforcement process
- Roles and responsibilities of the Enforcement Coordinator
- Organization and organizational interfaces
- Documentation, metrics, trending, and reporting

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Task Group

Task Sheet Number RE-15-02 **Task Closed Date** 5/30/2016

Task Title Data analysis and identification of potential programmatic and repetitive trends across the DOE Complex

Task Description As lessons learned from current enforcement activities are exchanged at the annual workshop, the interactive discussions regularly reveal a common area of concern that may result in a white paper to the Office of Enforcement or a best practice that may result in an EFCOG Deliverable.

Task Group

Task Sheet Number RE-15-04

Task Closed Date 3/7/2016

Task Title Peer Review

Task Description The Peer Review Process utilizes volunteer members of the Regulatory & Enforcement Subgroup to perform focused reviews on other EFCOG contractors and subcontractor members' noncompliance determination and reporting programs associated with the Price-Anderson Amendments Act (PAAA), Worker Safety and Health (WSH) and Security programs, utilizing a standard, defined set of criteria that is consistent with the expectations of the HSS Office of Enforcement.

The objectives of the process are to:

- Provide assessments on behalf of the requesting organizations of the PAAA, WSH, and Security noncompliance determination and reporting programs utilizing Department of Energy published assessment criteria.
- Use the information gained from conducting the peer reviews to promote on-going improvements and lessons learned for contractor and Department of Energy organizations across the DOE complex.

Results are documented in an assessment report.

Task Group

Task Sheet Number RE-15-05

Task Closed Date 3/8/2016

Task Title Guidance document on identification and reporting of programmatic and repetitive issues

Task Description Issue a guidance document to facilitate the identification and reporting of potential programmatic and repetitive nuclear safety, worker safety & health, or security issues by December 30, 2015

Task Group

Task Sheet Number RE-15-06

Task Closed Date 3/8/2016

Task Title Develop checklist on good quality NTS Report

Task Description Develop a checklist identifying the attributes of a good quality NTS Report to ensure adequate communication of information relevant to the issue

Task Group

Task Sheet Number RE-15-08

Task Closed Date 5/30/2016

Task Title Generate a prioritized listing of requirements in nuclear safety, WS&H, and security functional areas

Task Description Based on complexity and uniqueness of the DOE requirements, generate a prioritized list of requirements in nuclear safety, worker safety & health, or security functional areas for the generation of summaries or enforcement aids that can be utilized when evaluating potential non-compliances.

