

IAEA Secretariat

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ATTACHMENT A – PARTICIPATION FORM

Technical Meeting on Safety Culture Oversight and Assessment

J8-TM-40410

**IAEA Headquarters, Vienna, Austria
15–18 February 2011**

To be sent to the competent official authority (Ministry of Foreign Affairs or National Atomic Energy Authority) for transmission to the International Atomic Energy Agency, Vienna International Centre, PO Box 100, 1400 Vienna, Austria (telefax no. +43 1 26007).

PARTICIPATION FORM

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|--|--|------------------------------|-------|
| FAMILY NAME: | | ALL INITIALS OF GIVEN NAMES: | Mr/Ms |
| INSTITUTION: | FULL ADDRESS: | | |
| | TELEPHONE No.: TELEFAX No.: EMAIL ADDRESS: | | |
| NATIONALITY: | DESIGNATING GOVERNMENT OR ORGANIZATION: | | |
| MAILING ADDRESS (IF DIFFERENT FROM THE ADDRESS INDICATED ABOVE): | | | |
| DO YOU INTEND TO SUBMIT A PAPER? YES <input type="checkbox"/> NO <input type="checkbox"/> | | | |
| TITLE OF PAPER: | | | |

ATTACHMENT B - QUESTIONNAIRE

Experience from Overseeing Safety Culture

Submittal Date: 17 January 2011

Notes

Only one response per country is required. If more than one person from your country is participating, please coordinate the responses accordingly.

Submittals should be sent by email to: a.kerhoas@iaea.org

Forward

For preparation of the Technical Meeting, participants are invited to supply information on their national regulatory approaches used in the oversight of safety culture.

The questions cover topics from requirement to knowledge and skills and include evaluation approaches and reporting to licensees and external stakeholders.

For coordination purposes and to avoid any duplication, the IAEA used as a basis the questionnaire prepared by OECD/NEA and addressed to OECD Member States last May in preparation for the 10th International Nuclear Regulatory Inspection Workshop organized by OECD/NEA and held in Amsterdam, Netherlands.

Questionnaire

1. Are there any regulatory requirements related to safety culture in your organization? Yes / No
2. If yes, describe the regulatory requirements.
3. In the absence of regulatory requirements, how does your regulatory body convey its expectations regarding the importance of safety culture for nuclear safety and the promotion of safety culture, (e.g. the content of a safety culture programme and the need to be proactive) to operators/licensees?
4. How does your organization oversee compliance with its safety culture expectations for operators/licensees (e.g. routine inspections, special inspections, inspection criteria) in the absence of regulatory requirements?
5. How does your oversight programme convey to operators/licensees that the organization's expectations for the implementation of a safety culture programme have or have not been met (e.g. management meetings, documentation of inspection findings, enforcement or regulatory actions)?

6. How does your organization train its staff in the oversight of safety culture (e.g. does it use experts educated in this area, and/or does it train its inspectors)?

7. How does your organization avoid subjectivity and maintain consistency when overseeing safety culture?

8. How does your organization fairly communicate findings in the area of safety culture to external stakeholders (e.g. other operator/licensees and the general public) to ensure that its findings are not mischaracterized or taken out of context?

9. How does your organization assess the effect of safety culture on decision making process of operators/licensees (e.g. performing maintenance or equipment testing in a plant configuration that meets technical specifications and regulatory requirements but reduces the margin of safety)?

10. What have been the outcomes and findings associated with your oversight of the safety culture of operators/licensees?

11. What problems or difficulties did you recognize in dealing with safety culture oversight?

12. What would you like to learn about the oversight of safety culture at the technical meeting?