

U.S. Nuclear Regulatory Commission
Human Factors Information System (HFIS) Codes

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Inspection Report Specific Codes

Inspection Procedure Type

The following are codes for the type of inspection:

B: Baseline - the minimum level of inspection conducted at all power reactor facilities, regardless of performance.

S: Supplemental - inspections of performance issues beyond the baseline program. The increased inspection effort is based on criteria specified in the assessment program to address declining licensee performance.

P: Special/infrequently performed/event followup - inspections implemented infrequently for special situations. This category includes event response inspections, such as incident investigation team (IIT) and augmented inspection team (AIT).

Page Number

The page number where the human performance issue is documented will be recorded with each "hit."

Risk Significance

Human performance issues documented in inspection reports can come from findings, violations, or other areas of the report (e.g., observations). Findings documented in inspection report represent a deficiency in a licensee's performance. Findings can be assigned colors based on risk significance or can be outside the scope of the ROP (i.e., traditional enforcement). The assigned colors are, in order of risk significance, green, white, yellow, red. The codes for risk significance are:

G - Green

W - White

Y - Yellow

R - Red

U - Unresolved item (URI) - finding or risk significance determination has not been completed

V - Violation but no color (cited or non-cited)

N - Not associated with a finding or violation (e.g., observation)

Items coded as "U" must be tracked using their assigned URI number. Once resolved and the significance determined, the "U" must be changed to the appropriate risk significance code.

Cross-cutting issues

Cross-cutting issues generally manifest themselves as the root causes of performance problems and help in the development of common performance themes when inspection findings are reviewed. A finding can contain more than one cross-cutting aspect. The determination of cross-cutting aspect is described in the finding writeup. The cross-cutting issues are:

H: Human performance - the role of plant personnel in plant operations.

P: Problem identification and resolution (PI&R) - detecting and correcting problems in a manner that limits the risk to members of the public.

S: Safety conscious work environment (SCWE) - an environment in which employees feel free to raise safety concerns, both to their management and to the NRC, without fear of retaliation, and where such concerns are promptly reviewed, given the proper priority based on their potential safety significance, and appropriately resolved with timely feedback to employees.

N: No cross-cutting issue

LER Specific Code

Page Number

The page number where the human performance issue is documented will be recorded with each "hit."

Accident Sequence Precursor (ASP)

For events that are identified as potential Accident Sequence Precursors (ASP), the NRC staff calculates the probability of that event leading to a core damage state. Depending on the type of event, these calculations can either be conditional core damage probability (CCDP) or increase in core damage probability (Δ CDP). These values are reported in the annual Office of Nuclear Regulatory Research Commission Paper, "Status of the Accident Sequence Precursor (ASP) Program and the Development of Standardized Plant Analysis Risk (SPAR) Models." After the status report is released each year, the CCDP or Δ CDP value should be categorized for all LERs that are identified as potential ASP events by using the following safety significance levels:

H - High: value $\geq 1\text{E-}4$

S - Substantial: $1\text{E-}5 \leq \text{value} < 1\text{E-}4$

M - Low to Moderate: $1\text{E-}6 \leq \text{value} < 1\text{E-}5$

L - Very low: value $< 1\text{E-}6$

N - Non ASP

General Codes

Categories	Areas	Details
T Training	T1 Initial T2 Continuing/requal T3 On-the-job training	100 Training LTA 101 Training process problem 102 Individual knowledge LTA
	T4 Simulator training	103 Simulator training LTA
P Procedures and Reference Documents	P1 General operating P2 Abnormal/off normal/ alarm condition P3 Emergency (EOPs & ERPs) P4 Reactivity control P5 Maintenance/ modification P6 Surveillance/ calibration/test P7 Chemical/ radiochemical P8 Refueling P9 Administrative P10 Licensing Documents P11 Special P12 Other	110 No procedure/reference documents 111 Procedure/reference document technical content LTA 112 Procedure/reference document contains human factors deficiencies 113 Procedure/reference document development and maintenance LTA

Categories	Areas	Details
F Fitness for Duty	F1 Drugs F2 Alcohol F3 Mental/emotional F4 Fatigue F5 Unknown/other	120 Testing LTA 121 Assessment LTA 122 Behavioral observation LTA 123 Self-declaration LTA 124 Training missing/LTA 125 Work hour control LTA 126 Task design/work environment LTA 127 Circadian factors/individual differences 128 Non-compliance 129 Impairment
O Oversight	O1 Oversight	130 Inadequate supervision/command and control 131 Management expectations or directions LTA
R Problem Identification and Resolution	R1 Problem identification	140 Problem not completely or accurately identified 141 Problem not properly classified or prioritized 142 Operating experience (OE) review LTA 143 Tracking/trending LTA 144 Audit/self-assessment/effectiveness review LTA
	R2 Problem evaluation	145 Causal development LTA 146 Evaluation LTA

Categories	Areas	Details
	R3 Problem resolution	147 Individual corrective action LTA 148 Action not yet started or untimely 149 No action planned
	R4 Corrective action program	150 Programmatic deficiency
	R5 Safety conscious work environment	151 Willingness to raise concerns LTA 152 Preventing and detecting retaliation LTA
C Communication	C1 Oral C2 Written	160 No communication/information not communicated 161 Communication LTA 162 Communication equipment LTA
H Human - System Interface (HSI) and Environment	H1 HSI components/equipment	170 HSI or availability/quality LTA
	H2 Simulator	171 Simulator fidelity LTA 172 Simulator use LTA
	H3 Physical work environment	173 Physical conditions LTA
W Work Planning and Practices	W1 Work planning and coordination	180 Scheduling and planning LTA 181 Inadequate staffing/task allocation 182 Work package quality LTA 183 Pre-job activities LTA 184 Tag outs LTA

Categories	Areas	Details
	W2 Work practices	185 Procedural adherence LTA 186 Failure to take action/meet requirements 187 Action implementation LTA 188 Work practice or craft skill LTA 189 Recognition of adverse condition/questioning attitude LTA 190 Failure to stop work/non-conservative decisionmaking 191 Team interactions LTA 192 Work untimely 193 Non-conservative action 194 Housekeeping LTA 195 Logkeeping or log review LTA 196 Independent verification/plant tours LTA
	W3 Awareness/attention	197 Self-check LTA 198 Worker distracted/interrupted

Area and Detail Definitions

Training: Area Definitions

T1 Initial	if training is basic training leading up to initial qualifications
T2 Continuing/requalification	if training presents advanced topics or refresher training on basic topics
T3 On-the-job training	if training is job performance oriented, leading to task qualification, and/or conducted in a work environment
T4 Simulator training	if training is conducted using a control room simulator

Training: Details Definitions

100 Training less than adequate	if the incident/condition is due to not providing any training on a specific topic, or training is incomplete/incorrect
101 Training process problem	if the incident/condition is due to a break down in the systems approach to training (SAT) (e.g., inadequate job or task analysis, task qualification process was not sufficient to ensure that the worker could successfully perform the task in actual job conditions, inadequate program evaluation or feedback, or failure to keep lesson materials current)
102 Individual knowledge less than adequate	if the worker has received the appropriate training but fails to apply or inadequately applies the relevant knowledge

Training: Details Definitions - Simulator Training

103 Simulator training less than adequate	if the simulator model does not provide a means of simulating a failure of a particular device, mimic the actual system response, or match actual plant system response during training use, or simulator is not used for training when it should be
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Procedures and Reference Documents: Area Definitions

P1 General operating	procedures related to all phases of normal plant operation (including drawings)
P2 Abnormal/off normal/alarm conditions	all Abnormal Operating Procedure (AOP) or Alarm Response Procedure (ARP)
P3 Emergency (EOPs / ERPs)	all Emergency Operating Procedures (EOP) and Emergency Response Procedures (ERP)
P4 Reactivity control	procedures/documents related to altering the core reactivity (movement between modes), such as general plant startup and shutdown, and includes any governing reactor engineering or nuclear engineering procedure used by cognizant plant staff overseeing the operators as they alter core reactivity
P5 Maintenance/modification	procedures/documents related to corrective and preventive maintenance activities, and also includes vendor manuals
P6 Surveillance/test/calibration	procedures/documents governing activities related to testing of equipment to ensure operability during normal operation or after maintenance, calibration, troubleshooting

P7 Chemical/radiochemical	procedures/documents related to acquiring current information on radionuclide or water chemistry problems
P8 Refueling	procedures/documents related to movement of fuel or control rods
P9 Administrative	procedures, checklists, etc. related to general activities such as tagging, scaffolding, housekeeping, configuration control
P10 Licensing documents	documents detailing specific license requirements such as Technical Specifications, Final Safety Analysis Report (FSAR), or design basis documents
P11 Special	procedures/documents related to unique situations such as once in a plant life test and installation of a unique modification
P12 Other	procedure/documents which do not fit into any of the other area definitions

Procedures and Reference Documents: Details Definitions

110 No procedure/reference document	if a procedure/document does not exist
111 Procedure/reference document technical content is less than adequate	if a procedure/document exists but does not provide sufficient guidance for the worker to avoid error, or the procedure/document contains incorrect information (e.g., missing step)
112 Procedure/reference document contains human factors deficiencies	if the procedure/document content is correct but the human factors design makes it difficult for the worker to follow the guidance, or the worker misinterprets information contained in the procedure/document
113 Procedure/reference document development and maintenance less than adequate	if the procedure/document was developed using inadequate analysis, has not been updated in either the original or in a specific copy, or its physical condition has not been maintained

Fitness for Duty: Area Definitions

F1 Drugs	if the incident/condition is related to the use, sale, or possession of illegal drugs, or from the use of prescription or over-the-counter substances
F2 Alcohol	if the incident/condition is related to the use, sale, or possession of alcohol
F3 Mental/emotional	if the incident/condition is related to impairment from a transient personal problem (e.g., divorce or illness or death of a family member), or a chronic mental or emotional challenge (e.g., depression)
F4 Fatigue	if there is impaired performance due to fatigue/alertness factors, or there is a problem in the management of worker fatigue
F5 Unknown/other	If the incident/condition is related to an impairment where the specific nature of the fitness for duty factor is not described or is not listed in this section

Fitness for Duty: Detail Definitions - Fitness for Duty

120 Testing less than adequate	if the incident/condition is related to a lack of or weakness(es) in the drug and alcohol testing program
121 Assessment less than adequate	if the incident/condition is related to a missing or ineffective fatigue assessment
122 Behavioral observation less than adequate	if the incident/condition is related to a lack of or ineffective observation of workers subject to a fitness for duty program for behavioral indications that an individual may not be fit for duty
123 Self-declaration less than adequate	if incident/condition is related to the worker not making or ineffectively making a statement to a supervisor that he/she is not fit for duty

124 Training less than adequate	if the incident/condition is related to weakness(es) in FFD training or a failure to receive training
125 Work hour control less than adequate	if the incident/condition is related to ineffective design of routine work schedules and control of unscheduled work hours (e.g., overtime)
126 Task design/work environment less than adequate	if task factors (e.g., repetition, cognitive stimulation, automation) or environmental factors (e.g., heat, noise) are not effectively controlled to maintain worker alertness
127 Circadian factors/individual differences	if there is performance impairment related to naturally occurring variations in alertness repeating on an approximate 24 hour cycle or related to differences among individuals (including sleep disorders) and individual lifestyles affecting ability to remain alert or tolerate shiftwork
128 Non-compliance	if the incident/condition does not meet relevant standards, procedures, or regulatory requirements related to fitness for duty
129 Impairment	if the individual(s) ability to safely and competently perform duties is impaired or is questionable and coincides with conditions that contribute to fitness for duty problems (e.g., fatigue: extended work hours, decreased rest, shift transitions), statement of being unfit for duty, or indication that the individual was unfit (e.g., sleeping, not fully alert/attentive)

Oversight: Area Definitions

O1 Oversight	if the incident/condition is due to management or supervision of work activity or workers
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Oversight: Details Definitions

130 Inadequate supervision/command and control	if the incident/condition is due to a lack of or less than adequate supervision or command and control of work activity implementation
131 Expectations or directions less than adequate	if specific expectations (e.g., from manager, supervisor, etc.) are unavailable, unclear, incorrect, or places emphasis on meeting schedule in spite of problems, excessive work load, or job demands, or workers feel rushed due to perceived direction (e.g., from supervisors, management, etc.)

Problem Identification and Resolution: Area Definitions

R1 Problem identification	if incident/condition is related to the identification of an issue or deficiency
R2 Problem evaluation	if incident/condition is related to the evaluation (e.g., apparent cause, root cause) of an issue or deficiency
R3 Problem resolution	if incident/condition is related to the corrective actions to address an issue or deficiency
R4 Corrective action program	if incident/condition is related to the effectiveness of the corrective action program at a programmatic level
R5 Safety conscious work environment	if incident/condition is related to employees not feeling free to raise safety concerns

Problem Identification and Resolution: Detail Definitions - Problem Identification

140 Problem not completely or accurately identified	if the incident/condition is not completely or accurately identified at an appropriate threshold, in a timely matter, and entered correctly into the corrective action program
141 Problem not properly classified or prioritized	if the incident/condition is not appropriately classified to receive the proper level of evaluation (e.g., apparent cause or root cause), or is not prioritized commensurate with its safety significance
142 Operating experience (OE) review less than adequate	if the incident/condition is related to failure to consider the implications of previous plant or industry OE (including NRC communications)
143 Tracking/trending less than adequate	if the tracking of problems to identify trends that might indicate a more significant safety issue is not conducted or is ineffective
144 Audit/self-assessment/effectiveness review less than adequate	if the number or quality of audits, self-assessments, or effectiveness review is not sufficient to identify problems

Problem Identification and Resolution: Detail Definitions - Problem Evaluation

145 Causal development less than adequate	if the identification of causal factors (e.g., the apparent or root cause) is not appropriately focused or of the right scope to correct the problem
146 Evaluation less than adequate	if the problem evaluation does not give appropriate consideration to the extent of condition, generic implications, common cause, or previous occurrences

Problem Identification and Resolution: Detail Definitions - Problem Resolution

147 Individual corrective action less than adequate	if a specific fix was not completed, or if completed, was ineffective in fixing the incident/condition and/or failed to prevent recurrence
148 Action not yet started or untimely	if a specific corrective action was previously identified, but has not been started or was not implemented on a timely basis
149 No action planned	if a previous occurrence did not identify any corrective actions where there should have been

Problem Identification and Resolution: Detail Definitions - Corrective Action Program

150 Programmatic deficiency	if the program for identifying and correcting problems has not been effective in addressing problems or preventing recurrences of problems due to programmatic or organizational weaknesses
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Problem Identification and Resolution: Detail Definitions - Safety Conscious Work Environment

151 Willingness to raise concerns less than adequate	if there is indication of reluctance to raise safety concerns
152 Preventing and detecting retaliation less than adequate	if the incident/condition is related to ineffective detection and prevention of retaliation or perceptions of retaliation for raising safety concerns

Communication: Area Definitions

C1 Oral	if the incident/condition is related to instructions or information transmitted orally
C2 Written	if the incident/condition is related to instructions or information other than that in procedures which is transmitted in writing (e.g., night orders, memos, operator aids for operation of equipment)

Communication: Details Definitions

160 No Communication/information not communicated	if information is not shared, not found, not used, or sent to the wrong place or person
161 Communication less than adequate	<p>if the incident/condition is related to any of the following:</p> <ul style="list-style-type: none">-information is missing key elements (e.g., not specifying a particular train), is incorrect (e.g., misstating information such as providing the wrong identification number for a piece of equipment), or is confusing-the information is correctly stated or written but is not understood or is misinterpreted-the correct information is received late (e.g., starting a test before informing the control room)-the groups fail to cross check the information being communicated

162 Communication equipment less than adequate	if no equipment is available, or if available, equipment does not allow for clear communication in the environment in which it is being used (e.g., too much static, insufficient number of radio frequencies to support the amount of work, failure to make the signal stand out from the background noise)
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Human-System Interface: Area Definitions

H1 Human-system interface (HSI) components/equipment	if the incident/condition is related to any of the following: <ul style="list-style-type: none">-alarms/annunciators (used to provide audible or visual notifications or indications)-controls and input devices (either analog or digital, used to change the operating characteristics of equipment)-displays (not the panel; the presentation of information that is used for monitoring or controlling equipment)-panel or workstation layout (the physical arrangement of devices, displays, alarms and equipment as they relate to each other or to the worker)-labels (placard or printed information designed to provide identifying information)-pumps, valves, electrical devices, or other devices that are operated or needed for the performance of a task
H2 Simulator	if the incident/condition involves the simulator for non-training purposes
H3 Physical work environment	if the physical work conditions have an adverse impact on the performance of tasks (e.g., temperature and humidity (indoor), lighting, noise levels, radiation levels, work area layout or accessibility, and postings)

Human-System Interface: Details Definitions - HSI Components

170 HSI or information availability/quality less than adequate	if the incident/condition is related to any of the following: <ul style="list-style-type: none">-information contained on or location of labels is confusing or misleading-information and identifiability with associated alarms, controls, or displays is
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Human-System Interface: Details Definitions - Simulator

171 Simulator fidelity less than adequate	if the simulator model does not provide a means of simulating a failure of a particular device, does not mimic the actual system response, or does not match actual plant system response, during uses other than training
172 Simulator use less than adequate	if the simulator should have been used but is not, or it is used for inappropriate purposes (e.g., using the simulator to collect information on plant response when calculations should have been performed)

Human-System Interface: Details Definitions - Physical Work Environment

173 Physical conditions less than adequate	<p>if the incident/condition is related to any of the following physical work conditions (not related to fatigue or alertness):</p> <ul style="list-style-type: none">-extremes of either hot or cold temperature or other extreme weather conditions-inadequate level of lighting, too much glare, or wrong color lighting-distracting noise level-work practices required because of the radiation level, or performance of the task was made more difficult by requirements for worker to wear protective clothing-limited access to equipment or controls-inappropriate work area size-postings contain limited information, are in inadequate/inappropriate locations, or are untimely, out-of-date, or uncontrolled
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Work Planning and Implementation: Area Definitions

W1 Work planning and coordination	if the incident/condition is related to the scheduling, allocation, staffing, or planning of work tasks
W2 Conduct of work	if the incident/condition is due to work practices that are not consistent with the type, difficulty, or importance/risk-significance of the task
W3 Awareness/attention	if the incident/condition is due to a lack of awareness, attention or checking

Work Planning and Implementation: Detail Definitions - Work Planning and Coordination

180 Scheduling and planning less than adequate	if the incident/condition is due to a lack of scheduling of work, key aspects of the job not being considered, or insufficient time available to complete the task
181 Inadequate staffing/task allocation less than adequate	if the incident/condition is due to any of the following: -an insufficient number of workers to complete all the tasks needed -the total number of workers is adequate, but the way in which work is distributed is uneven, overloaded, or require too many actions at one time or too much information to be processed concurrently -selection of a worker who is not qualified to perform the task because of inadequate training or due to qualification information not being up-to-date or readily available -inappropriate use of operator workarounds, or their cumulative effect not appropriately considered
182 Work package quality less than adequate	if the work package is missing information, or the information is incorrect or insufficient to ensure successful work
183 Pre-job activities less than adequate	if the pre-job activities (e.g., briefing, walk through, shift turnover, or preparation activity) were missing or insufficiently covered information, or

	conditions were not verified prior to conducting the activities
184 Tag outs	if the incident/condition is due to missing or incorrect tagging

Work Planning and Implementation: Details Definitions - Conduct of Work

185 Procedural adherence less than adequate	if the appropriate procedure, instruction, drawing, etc., is not followed or is followed inadequately (if done knowingly, see code 193)
186 Failure to take action/meet requirements	if the appropriate action to address the situation/circumstances or to meet requirements is not taken or is taken inadequately (e.g., meet surveillance requirements, notify NRC)
187 Action implementation less than adequate	if implementation of an action (e.g., physical such as manipulations, or mental such as calculations/analyses) is performed incorrectly or inadequately
188 Work practice or craft skill less than adequate	if the skill of the craft activities are not performed consistent with management expectations, safety significance of activity, or industry standards
189 Recognition of adverse condition/questioning attitude less than adequate	if unfavorable/uncertain conditions/situation is not recognized in a timely manner
190 Failure to stop work/non-conservative decision-making	if personnel fail to stop work or establish appropriate controls when presented with unfavorable or uncertain work conditions
191 Team interactions less than adequate	if there is a lack of or inadequate inter/intra-group coordination
192 Work untimely	if work is done before authorized, delayed with or without reason, or performed out of sequence
193 Non-conservative action	if the worker <u>knowingly</u> fails to follow a procedure or supervisory direction or takes a non-approved action

194 Housekeeping less than adequate	if the work areas have unusual amounts of dirt, or tools, materials, and equipment are not properly cared for or stored
195 Logkeeping or log review less than adequate	if log entries are missing, incomplete or untimely
196 Independent verification/plant tours less than adequate	if personnel fail to identify errors through independent verification (e.g., peer/second check), or verifications are performed inconsistent with management expectations or industry standards

Work Planning and Implementation: Details Definitions - Awareness and Attention

197 Self-check less than adequate	if a worker fails to adequately self-check before, during, or after performing task (e.g., Stop, Think, Act, Review)
198 Worker distracted/interrupted/monitoring LTA	includes incidents/conditions due to failing to maintain situational awareness or vigilance, conducting infrequent or ineffective control board monitoring (e.g., status monitoring), or being distracted or interrupted from assigned tasks

Work Type Definitions

These codes describe the type of activity being performed by workers at the time the human performance incidents/condition occurred.

O - Operations - in the control room - control room activities by operations department personnel, including monitoring of displays and phone notification to NRC

B - Operations - balance of plant - any work performed in the field by a member of the operations department - either licensed or non-licensed

M - Maintenance/repair - any work performed by either electrical, mechanical, or I&C personnel related to maintenance or repair of equipment

T - Testing - any work performed, regardless of department, for the purpose of testing a system or component

S - Surveillance - any work performed, regardless of department, that is specifically related to ensuring or determining operability - usually related to Technical Specifications

C - Calibration - any work, usually performed by I&C technicians, related to ensuring that the data output of a measuring, metering, or detecting device is accurate

F - Modification - any work by any department specifically related to the installation of a modification to the plant

R - Refueling - any work by any department specifically related to the movement of fuel and any other activities occurring on the refueling floor

V - Troubleshooting - any work by any department specifically related to determining the cause of an equipment problem

H - Radiological protection - any work related to performing contamination surveys, decontamination activities, source control, or radiation worker activities

G - Design - any work done by engineering in their role as design or system engineers, (e.g., calculations or analyses)

P - Procedure development - any work by any department related to the development of guidance documents including procedures, directives or reference documents, tests, and calculations

Q - Fire protection - any work related to stationary fire watches or fire watch rounds, includes fire brigade drills

A - Administrative - activities related to material procurement and distribution, manpower planning, staffing, work planning and scheduling, reporting or documentation (paper LERs), or log keeping

D - Drills - any activities related to the conduct of emergency drills or emergency planning

N - Training - any activities related to the training or qualification of personnel, including classroom as well as on-the-job training activities

W - Assessment - any type of assessment or evaluation activities, including casual analyses, corrective action program evaluations, self-assessments, Technical Specifications reviews, safety reviews (including industrial safety), and special reviews

Y - Shipping/transportation - any activities related to the shipping, transportation, or receiving of nuclear and/or radioactive materials (e.g., fuel)

X - Site-wide- any activities that are related to or affect all work groups on site

Z - Other/unknown - any specifically identified activity that is not covered in the other definitions, or any activity not described in sufficient detail to assign to another work type

Personnel Department Definitions

These codes describe the work departments of the individuals involved in the human performance incident/condition.

O - Operations: all licensed operators including reactor operator (RO) and senior reactor operator (SRO), regardless of position. This category also includes system specialists (SS), shift technical advisor (STA), non-licensed operators, rad-waste operators, auxiliary operators, plant equipment operators, fire department work planning, outage planning, and project management group

I - I & C: includes technicians referred to by this name; may also include those titled maintenance technicians or instrument technicians. Tasks are usually associated with conducting surveillance or calibrating and functionally testing equipment

E - Electrical: includes electricians and electrical maintenance personnel

M - Mechanical: includes mechanics and mechanical maintenance personnel

C - Chemistry: includes chemistry and radio chemistry technicians

H - Health physics: includes health physics and radiation protection technicians and personnel

G - Engineering: includes all types of engineers (e.g., design, plant support, system engineers)

D - Emergency Planning: includes all personnel responsible for conduct of drills or other emergency planning activities

T - Training: includes all training personnel, including on-the-job trainers

Q - Quality assurance/oversight: includes all those performing QA/QC or nuclear oversight roles

F - Fuel handling: includes all personnel performing fuel inspection activities or moving materials in the fuel pool

P - Procedure writers: includes all personnel with specific responsibility for developing or maintaining the content of procedures and other reference documents (process focus)

W - Work control/outage planning/scheduling: includes all individuals working in the work center or for a specific department with work planning or work scheduling responsibilities

A - Administrative support: includes all those responsible for maintaining files, records or other documentation

B - Management: used when management is noted as the primary cause of an incident/condition

L - Licensing/regulatory affairs: includes all those responsible for interfacing and communicating with the NRC (tasks include event reporting, document submission, etc.)

S - Specialized task force: includes groups of personnel from multiple departments that have been brought together to perform a specialized task over a specific period of time (e.g., root cause analyses, corrective action reviews, self-assessments, vendor reviews, safety reviews, operating experience reviews, "action plan" activities, industrial hygiene reviews, etc.)

V - Fitness for duty: includes personnel involved in the fitness for duty program (e.g., program manager, specimen collectors, medical review officer, substance abuse expert, testing facility personnel)

Y - Shipping/transportation - includes personnel responsible for the shipping, transportation, or receiving of nuclear and/or radioactive materials (e.g., fuel)

X - Site-wide - used when all work groups on site are involved or affected

Z - Other/unknown: used when a specific group is named but not specifically noted in the coding list, or the work group cannot be determined based on the information contained in the inspection report or LER

Personnel Level Definitions

M - **Manager**- all management levels above the first line supervisor

S - **Supervisor** - the first-line supervisor or foreman

N - **Non-supervisory/technical** - those reporting to first-line supervisor

U - **Unknown** - used anytime it is not possible to determine the organizational level of the worker

Personnel License Definitions

Yes - if the worker holds a reactor operator (SRO or RO) license

No - if the worker does not hold an SRO or RO license

Unknown - if it is not possible to determine whether or not the worker holds a license

Personnel Contractor Definitions

Yes - if the worker is a contractor (includes vendors)

No - if the worker is not a contractor

Unknown - if it is not possible to determine whether or not the worker is a contractor

Acronyms

AIT: Augmented inspection team
AO: Auxiliary operator
AOP: Abnormal operating procedure
ASP: Accident sequence precursor
CCDP: Conditional core damage probability
CDP: Core damage probability
CRT: Cathode ray tube
EO: Emergency operator
EOP: Emergency operating procedure
ERP: Emergency response procedure
FFD: Fitness for duty
FSAR: Final safety analysis report
HP: Health physics
HSI: Human system interface
I&C: Instrumentation & control
IFI: Inspector followup item
IIT: Incident investigation team
LER: Licensee event report
LTA: Less than adequate
OE: Operating experience
OJT: On the job training
QA/QC: Quality assurance/control
RES: Office of Research
RO: Reactor operator
ROP: Reactor Oversight Process
RP: Radiation protection
SAT: Systems approach to training
SRO: Senior reactor operator
SS: Systems specialist
STA: Shift technical advisor
URI: Unresolved item