

OFFICE OF HEALTH, SAFETY AND SECURITY
INFORMATION COLLECTION PACKAGE
OMB 1910-0300: ES&H Reporting Systems
Description of Collections

April 10, 2012

The information obtained from DOE contractors by this information collection is used by Department management at the appropriate levels to manage the work pertaining to environment, safety and health throughout DOE and will include automated reporting of information into the following systems:

Computerized Accident/Incident Reporting System (CAIRS) – The CAIRS is a database used to collect and analyze DOE and DOE contractor reports of injuries, illnesses, and other accidents that occur during DOE operations as described in DOE O 231.1B, *Environment, Safety and Health Reporting*. This system contains information from reporting contractors and subcontractors.

Occurrence Reporting and Processing System – The Department of Energy’s Occurrence Reporting and Processing System permits timely notification to the DOE complex of events that could adversely affect public or DOE worker health and safety, the environment, or operations of DOE facilities. The Occurrence Reporting Program, including the Occurrence Reporting and Processing System (ORPS) requirements, are described in DOE O 232.2, *Occurrence Reporting and Processing of Operations Information*. DOE O 232.2 references 10 CFR 830, *Nuclear Safety Management*, and 10 CFR 851, *Worker Safety and Health Program*.

Noncompliance Tracking System – The Noncompliance Tracking System (NTS) is a web-based system used by DOE contractors to report nuclear and worker safety and health regulatory noncompliances to DOE as described in 10 CFR 820, *Procedural Rules for DOE Nuclear Facilities*, and 10 CFR 851, *Worker Safety and Health Program*. Reporting into the system is voluntary, but contractors that self-report noncompliances in accordance with the Department’s expectations may be granted discretion or mitigation of proposed civil penalties for noncompliances that are subject to an enforcement investigation. DOE contractors identify and track to closure corrective actions for the noncompliances in each report. The corrective actions are reviewed by DOE Field Elements and investigators in the Office of Worker Safety and Health Enforcement and the Office of Nuclear Safety Enforcement.

Radiation Exposure Monitoring System – This is a database of occupational radiation exposures for all monitored DOE employees, contractors, subcontractors and members of the public. The Rule 10 CFR 835.702 (a) and (b), *Occupational Radiation Program*, requires Annual Individual Radiation Exposure Records to be recorded, and reported to the Radiation Exposure Monitoring System Repository according to procedures provided in DOE Order 231.1B, *Environment, Safety and Health Reporting*.

Annual Fire Protection Summary Application – This system contains information from reporting contractors and subcontractors for an Annual Fire Protection Program Summary

(AFPPS). The AFPPS report is required by DOE Order 231.1B, *Environment, Safety and Health Reporting*. An automation initiative was undertaken to streamline data collection and provide a more thorough review of DOE Reporting Element activities. The Department of Energy's Fire Protection Program is multi-faceted. It includes published fire safety directives (Orders, standards, and guidance documents), a range of oversight activities, an annual fire protection program summary, and a directory of fire safety professionals. DOE also sponsors fire safety conferences, various training initiatives, and a spectrum of technical assistance activities.

Safety Basis Information System – 10 CFR 830, *Nuclear Safety Management*, requires contractors and operators of DOE hazard category 1, 2, and 3 nuclear facilities to develop and maintain a Safety Basis for each facility and to perform work in accordance with that Safety Basis. DOE contractors and operators have been updating their Safety Bases to be consistent with 10 CFR 830. In Appendix A of 10 CFR 830, DOE committed to provide members of the public with up-to-date information on its nuclear facility Safety Bases. The Safety Basis Information System was created to meet this requirement and also to provide DOE line managers with a tool for obtaining regularly updated profiles of the entire inventory of Safety Bases for hazard category 1, 2, and 3 DOE nuclear facilities. DOE O 231.1B, *Environment, Safety and Health Reporting*, requires that the status of the safety basis of hazard category 1, 2 and 3 nuclear facilities must be maintained up-to-date in the Safety Basis Information System.

Lessons Learned System – The Lessons Learned System supports and promotes the integration and sharing of information both internally and externally, to DOE, in order to prevent adverse operating incidents and improve operational safety awareness. Lessons learned are developed from significant and recurring events, operational emergencies and good work practices to meet the requirements of DOE O. 210.2A, *DOE Corporate Operating Experience Program*. Information is facilitated through the DOE Corporate Lessons Learned database which is designed to collect and share operating experiences throughout the DOE complex.