

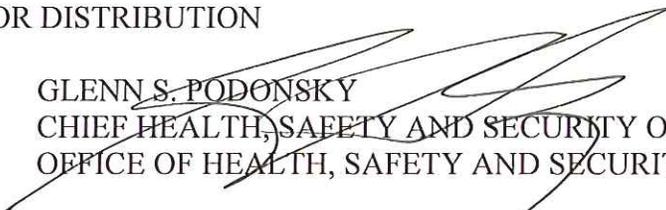


Department of Energy

Washington, DC 20585

March 29, 2012

MEMORANDUM FOR DISTRIBUTION

FROM:  GLENN S. PODONSKY
CHIEF HEALTH, SAFETY AND SECURITY OFFICER
OFFICE OF HEALTH, SAFETY AND SECURITY

SUBJECT: Invitation to the 2012 Facility Representatives, Safety System Oversight, and Fire Safety Workshops

On behalf of the Office of Health, Safety and Security, we would like to extend an invitation to you and members of your staff to attend the 2012 Facility Representatives (FR) and Safety System Oversight (SSO) Workshop and the Fire Safety (FS) Workshop to be held concurrently on May 14-18, 2012, at the Alexis Park Resort Hotel in Las Vegas, Nevada. The workshops are hosted by the Nevada Site Office, and provide an important opportunity for FR, SSO, and FS personnel to attend training and share experiences and lessons learned from across the complex. In addition, the Federal Technical Capability Panel will hold a face-to-face meeting during the event.

The FR/SSO Workshop and the FS Workshop will provide training opportunities, stimulating presentations and discussion, and an award ceremony recognizing outstanding performance by Department of Energy safety professionals. We encourage and welcome presentations from your respective communities. See the attached planning summary for details of the timeline and sessions.

A block of rooms has been arranged at the Alexis Park Hotel located at 375 East Harmon Avenue, Las Vegas, NV 89169, at the rate of \$69 per night for those reservations made through April 30, 2012. Reservations at this rate may be made by calling (702) 796-3322 or (800) 582-2228 and requesting the "US Department of Energy Group Block."

Please visit <http://www.hss.energy.gov/nuclearsafety/nfsp/facrep/workshop> for further information on the workshop, including registration. The agenda will be posted on the web site as it develops. Some workshop sessions will be webcast to support those who cannot attend in person, and information pertaining to webcasts is available at the workshop registration site.

If you have any questions regarding the workshop, please contact Mr. Earl Hughes, the FR/SSO Programs Manager, at (202) 586-0065 or Mr. Jim Bisker, the FS Program Manager, at (301) 903-6542.

