Vision

The recognized SOURCE of expert professionals dedicated to the continuous improvement of industrial safety and health in the North American Nuclear industry.

Mission

To relentlessly seek out, learn, assess, compare, share and apply industry best practices for the management of industrial safety and health in support of achieving zero workplace injuries for more than 25 Utilities in the North American Nuclear industry.

Prepared by:

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Doug Mills
NISHA Past Chair

Reviewed by:

__________________________
Richard Fults
NISHA Treasurer

Concurred by:

__________________________
Paul Hurley
NISHA Vice Chair

Approved by:

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William Gregory
NISHA Chair
NUCLEAR INDUSTRIAL SAFETY AND HEALTH ASSOCIATION (NISHA)

“COMMITTED TO SAFETY & HEALTH”

ASSOCIATION CHARTER

I. OBJECTIVE

The objective of the Nuclear Industrial Safety and Health Association (NISHA) is to provide a forum for the equitable exchange of information and ideas concerning all topics relative to industrial safety & health at nuclear power plants for the mutual assistance and benefit of all. In the interest of addressing and resolving common issues and problems, specific objectives shall include, but not be limited to the following:

1. Establish communication channels between all Nuclear Power plant industrial safety and health personnel, INPO (Institute of Nuclear Power Operations), WANO (World Association of Nuclear Operators), COG (CANDU Owners Group), OSHA (Occupational Safety and Health Administration), NRC (Nuclear Regulatory Commission) and NEI (Nuclear Energy Institute) and EEI (Edison Electrical Institute).

2. Conduct regular meetings for the mutual benefit of all participants.

3. Provide a clearinghouse for the sharing and dissemination of information of interest to all participants.

II. PURPOSE - NOT FOR PROFIT

The Nuclear Industrial Safety and Health Association (NISHA) is an association of nuclear safety & health professionals working in or supporting activities relative to industrial safety & health within North America. NISHA is a Not for Profit association with the objective to provide a forum for the equitable exchange of information and ideas concerning all topics relative to industrial safety & health at nuclear power plants for the mutual assistance and benefit of all.

III. MEMBERSHIP

Membership is open to all professionals working in or supporting activities relative to industrial safety and health within the Nuclear industry in the US and Canada. Others may be approved by the voting membership.

A. Voting Membership – Safety and Health professionals representing any operating and non-operating nuclear power electrical generating facility in the US and Canada (this includes Corporate representatives). Others approved by the voting membership. Each station will have one voter per station.
B. Non-Voting Membership – all those not meeting voting membership status such as nuclear professionals not holding a H&S title/position; Non-Nuclear Safety and Health professionals; nuclear industry Contract Partners and Vendors.

IV. CONFERENCES

1. Participation is open to all nuclear power plants located within the United States, Canada and others as approved by the membership.

2. Participation is limited to professionals directly responsible for relevant aspects of nuclear power plant industrial safety, health and industrial hygiene. Guests may participate in the conference proceedings as approved by the Conference Committee and NISHA Chairman.

3. Conferences shall be conducted twice annually, with one conference scheduled in the Spring/Summer (Late June/July), and one in the winter (January).

4. Conference location shall be rotated among the member nuclear utilities. As a guide; it is recommended that all nuclear stations pursue being a host site. Typically southern plants should look to host the winter sessions and northern plants should look to host summer sessions.

5. The host utility is responsible for providing appropriate arrangements for the meeting, accommodation listings, necessary maps, and other applicable information to the Conference Committee and Chairman by no later than forty-five (45) days prior to the scheduled meeting date.

6. Conference Agendas
   a) Meeting agenda will be drafted by the host utility and approved by the Chairman prior to distribution to the membership and guests (if applicable).

   b) Travel arrangements, etc., shall be separate from the agenda so as not to detract from the purpose of the meeting.

   c) As a general rule, meetings should be conducted as follows:

   **PRE-CONFERENCE**

   Plant Tour – Optional – Due to increased Security measures since 9-1-1 and length of time to access plants, it is advised to provide the plant tour (if supported) on the day before the conference starts as part of the pre-conference schedule.

   Meet and Greet – Networking session and Vendor Fair sponsored by the Host Utility and/or Vendor supporter(s).

   Host utility will provide an overview of safety and organization during the meetings.
NISHA Board Meeting – Required. The Board will plan and conduct formal Board Meeting as part of the Conference.

CONFERENCE DAY 1 (full day)
Call-to-Order
Kick-Off presentation – (host utility)
Guest speaker presentation
Member Lessons Learned and good practices presentations
  (*Presentations should be about 15 to 20 minutes in length.*)
Lunch
Member Lessons Learned and good practices presentations
Guest speaker presentation
Business Meeting – (Winter Sessions) voting members only

CONFERENCE DAY 2 (half day)
Round Table Discussion

**Round Table Guidelines:**

1. The Chairperson will begin with asking for input on INPO assessments that have occurred and what areas were addressed.

2. Initially each person will be allowed to present one topic/question for discussion. The chairperson will moderate to ensure each person present is allowed time to address their primary topic of concern.

3. Topics/questions should be specific so personnel can clearly understand what is requested. Please take the time to consider and prepare your question in advance of this meeting.

4. If a member does not have a question, a quick overview of a lesson learned or new idea for input from those present will be acceptable. A member may ‘pass,’ however each plant has some question, good practice, lesson learned, or topic that would be of value to each of us.

Once each person’s primary question/topic has been addressed, follow-up questions/topics will be allowed as time permits.
V. BUSINESS MEETINGS

A. VOTING AND VOTING ISSUES

1. In all voting issues, each present Association member shall have one vote.

2. The established format for passage of any voting issues is as follows:
   a. Declared motion by a participating member;
   b. Seconding of the motion by another participating member;
   c. Approval of the seconded motion by a majority.

3. Issues of vote include the following:
   a. Amendments to the Association Charter;
   b. Invitation of guest speakers;
   c. Establishment of subcommittees.

B. SUB-COMMITTEES

Sub-Committees may be formed to facilitate Association growth and visibility, develop Safety Standards and to interface with external organizations (e.g., INPO, WANO, COG, OSHA, NRC, NEI); subject to the following:

a. Such committees shall be formed only after having been motioned and seconded by the membership.

b. Membership on such committees shall be on a voluntary basis.

c. Benefits derived from such committees shall be designed to benefit the Association as a whole.

C. BUSINESS MEETINGS

1. Business meetings are to be held once per year minimally during the Winter session.

2. Business Meetings scheduling and activities
   a. Selection of officers shall be conducted in a manner to allow for transitioning; e.g. nominations and election at the summer session on odd number years. The assumption of position of the officers shall take place during the winter session on even numbered years.
b. Business meetings should be scheduled in conjunction with the conference.

3. Business Meeting Agenda – Minimally:
   a. Review the NISHA Charter
   b. Review / discuss old business
   c. Discuss New Business
   d. Sub-Committee reports

VI NISHA ORGANIZATION

A. Selection of Board Members
   a) Board Members shall be nominated, selected by the membership and serve a 2 year term. Should an officer be unable to complete the 2 year term, the Chair shall decide on the appointment of an interim replacement and/or place a request to the membership for nomination(s) and vote.
   b) Selection of officers shall be conducted in a manner to allow for transitioning; e.g. nominations and election at the summer session on odd number years. The assumption of position of the officers shall take place during the winter session on even numbered years.
   c) The NISHA Chair shall automatically serve as the NISHA Past Chair (non-voted position). Should circumstances prevent this occurring, the NISHA Past Chair position shall be left vacant and reviewed at the end of the next 2 year term.

B. Titles and Responsibilities

The titles and responsibilities of the established offices are as follows: Officers will be a voting member of the organization.

1. Chairperson
   a) Calls to order, presides over and moderates meetings.
   b) Represents the Association in all matters interfacing with the exterior environment associated with Association business. Delegation by the Chairperson on a case by case basis can occur; e.g. External Affairs Sub-committee chair may assume duties of interfacing with outside organizations and agencies.
2. Past Chairperson
   a) Mentors and advises the Chairperson

3. Vice Chairperson
   a) Assists the Chairperson in the conduct of Association meetings and business.
   b) Assumes the duties and responsibilities of the Chairperson in the absence of the Chairperson.

4. Secretary
   a) The secretary will support the scheduling of business and other such meetings in order to document the proceedings and assist with Clerical/Administrative duties. Meeting minutes shall then be prepared and distributed by the Secretary after having been approved by the Chairperson.
   b) The Secretary shall be responsible for the administration of the NISHA website.

5. Treasurer
   The Treasurer will handle all financial actions for the NISHA organization. All financial actions will be approved by the Chairperson and Vice Chairperson. A financial statement will be provided quarterly and at each meeting.

6. Board Members At Large (2)
   Board Members At Large will support the organization as needed related to NISHA actions and activities.