



**Hazards Assessment Subcommittee  
Severe Event Working Group (SEWG) Charter**

**Established: 08-21-2013  
Revised: 10-23-2013**

<b>Mission and Purpose</b>	<p>The mission of the EMI SIG SEWG is to leverage the experiences, expertise, and insight of members to ensure that services and products are aligned with the mission and goals of the Department of Energy/National Nuclear Security Administration (DOE/NNSA).</p> <p>The purpose of the SEWG is to provide a forum to ensure appropriate coordination, collaboration, and information sharing and to facilitate the interaction between DOE/NNSA and its contractor personnel with common interests in identifying and resolving Severe Events Hazards Assessment issues throughout the DOE/NNSA complex.</p>
<b>Objectives</b>	<p>The SEWG will:</p> <ul style="list-style-type: none"> <li>• Ensure the viability of Headquarters (HQ) and its Contractors’ Severe Events Hazards Assessment capabilities through coordinated planning and exchange of information and management techniques.</li> <li>• Promote standards and best practices through informational and educational activities.</li> <li>• Examination of beyond design basis events</li> <li>• Events with cascading impacts or cliff-edge effects</li> <li>• Events that can occur simultaneously and at multiple facilities or locations</li> <li>• Events that can impact emergency response forces and infrastructure necessary for emergency response</li> </ul>
<b>Membership</b>	<p>The SEWG is open to all Departmental Elements and its Contractors with interest or responsibility for managing, overseeing, or implementing Severe Events Hazards Assessment requirements in DOE/NNSA organizations.</p>
<b>Communications</b>	<p>The SEWG will provide opportunities for members to communicate through videoconference and/or teleconference, EMI SIG Website, SEWG SharePoint Site, listserv, social media, and the EMI SIG Annual Meeting.</p>



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<b>Leadership Team</b>	<p>The Severe Event Working Group Leadership Team will consist of:</p> <ul style="list-style-type: none"><li>• Chair and Co-Chair</li><li>• DOE Advisor</li><li>• Steering Committee Advisor</li><li>• Oak Ridge Institute for Science and Education (ORISE) Coordinator</li></ul> <p>The Chair and Co-Chair must represent a DOE/NNSA prime contractor. The Chair will serve in his/her position for a two year term. In usual circumstances, the Chair and Co-Chair assume their positions after the Annual Meeting. Elections can be held electronically and at the Annual Meeting.</p> <p>Advisors to the Subcommittee or Working Group come from the DOE Office of Emergency Management and Policy (NA-41) and the EMI SIG Steering Committee.</p> <p>The ORISE Coordinator will provide coordination and support to the Subcommittee or Working Group Leadership Team, Subcommittee/Working Group members, and Task Groups. ORISE Coordinators are appointed by the EMI SIG Manager.</p>
<b>Meetings</b>	<p>The SEWG will normally meet remotely, on bi-monthly basis and meet once a year at the EMI SIG Annual Meeting. Scheduled conference calls will include a meeting agenda and follow-on meeting highlights.</p>
<b>Task Groups</b>	<p>Task Groups will be established to address specific issues and/or to develop products as identified and approved through the <a href="#">EMI SIG work-flow process</a>. A Task Group Leader is appointed by the SEWG Leadership Team. The Task Group should consist of a cross-section of representatives from the DOE complex. The ORISE Coordinator is a standing member of all Task Groups. Task Groups will meet according to predetermined dates and times as requested by the Task Group Leader and scheduled through the SEWG ORISE Coordinator.</p>