

# REGISTER FOR A COURSE TODAY!

**REGISTERING FOR A COURSE IS EASY!  
JUST FOLLOW THESE STEPS:**

**If you are a DOE Federal Employee:**

- 1) Go to <https://ntc.doe.gov/student/course-catalog>, locate the "Curriculum" drop-down menu, and select "Safety Training Program."
- 2) Once you find the course that's right for you, go to <https://appaccess.ntc.doe.gov/register>, complete the form, and select "Submit."
- 3) The NTC will determine if you have met the requirements and, if so, will request approval from your supervisor.
- 4) If your supervisor approves your attendance, the NTC officially enrolls you into the course.

**If you are a DOE Contractor:**

- 1) Go to the NTC Registration webpage at <https://ntc.doe.gov/student/registration>.
- 2) If you do not yet have an eAccess account, you must create one by selecting "Create Account" under the blue eAccess box.
- 3) At the NTC Registration webpage, select "Enter LMS" within the green NTC LMS box. *Note: LMS will become "Learning Nucleus" in the near future.*
- 4) Sign in using your eAccess credentials.
- 5) On the left navigation pane, select "Course Catalog."
- 6) Select "SAF – Safety Training Program."
- 7) Select your specialty area related to your role.
- 8) Select the particular course you would like to attend.
- 9) Select the dates you would like to attend.
- 10) Select "Enroll"!

*If you are not able to access the NTC LMS to enroll in a course, please ask your Training Point of Contact (POC) to submit a Registration Request Form found on the STP Registration webpage to the NTC.*

**If you need any assistance in registering for a course, please contact the NTC Registration Department at 505-845-2250.**

## BOOKMARK

<https://ntc.doe.gov/student/registration>  
IN YOUR BROWSER FOR EASY REFERENCE



**SAFETY  
IS A PRIORITY  
AT THE  
NTC**

**DOE National Training Center  
Safety Training Program**

PO Box 18041, KAFB  
Albuquerque, NM 87185  
505-845-2170

<https://ntc.doe.gov/student/stp>



**NTC Registration Department**  
505-845-2250

<https://ntc.doe.gov/student/registration>

NATIONAL TRAINING CENTER

# NTC

## SAFETY TRAINING PROGRAM:

HOW TO ACCESS  
AND REGISTER FOR  
SAFETY COURSES



# ABOUT THE NTC SAFETY TRAINING PROGRAM

The Safety Training Program (STP) at the DOE National Training Center develops and delivers quality training for DOE Federal and contractor employees who have safety-related responsibilities at DOE defense nuclear facilities.

## Our training includes:

- ▼ Oversight
- ▼ Safety Basis
- ▼ Formality of Operations
- ▼ Safety Management
- ▼ Senior Technical Safety Manager

Our mission is to foster a technically capable DOE workforce from a safety perspective by recruiting, training, and retaining qualified safety professionals.

Courses are designed to complement the DOE Technical Qualification Program and its associated DOE safety-related Qualification Standards.

## STP COURSE CATALOG

The NTC Safety Training Program offers a wide variety of courses for those with safety-related responsibilities at DOE nuclear facilities. Course topics are designed along safety-related career tracks, and our course catalog can be easily filtered to quickly show which courses match your particular role.

Here's how to access the STP course catalog and find the right courses for you:

1. Go to <https://ntc.doe.gov/student/course-catalog>.
2. Locate the "Curriculum" drop-down menu.
3. Select "Safety Training Program."
4. Click on any course on the list for its description, prerequisites, and more.
5. When you find the course that's right for you, just go to <https://ntc.doe.gov/student/registration> to register!

## STP COURSE SCHEDULE

Instructor-led courses are offered at DOE/NNSA complex sites such as the NTC, DOE Headquarters, Carlsbad, Savannah River, Nevada, Amarillo, Oak Ridge, Hanford, Los Alamos, New Orleans, EMCBC, Bethesda, and Idaho. **We offer eLearning courses, too!**

Here's how to access the STP course schedule and identify exactly when your courses are offered:

1. Go to <https://ntc.doe.gov/student/course-schedule/>.
2. Locate the "Curriculum" drop-down menu.
3. Select "Safety Training Program."
4. Scroll down through the courses to see the dates that your particular courses are offered.
5. When you identify the dates of the course that's right for you, just go to <https://ntc.doe.gov/student/registration> to register!

# STUDENT INFORMATION

PLEASE VISIT

<https://ntc.doe.gov/student/student-information>  
FOR ADDITIONAL INFORMATION ON  
TAKING COURSES AT THE NTC!

## COURSES OFFERED BY STP

### OVERSIGHT (DOE)

- DOE-110DE** ..... DOE Oversight Fundamentals
- DOE-120** ..... DOE Oversight and Implementation
- DOE-130** ..... Fundamentals of Performance Management
- DOE-145** ..... Oversight for Supervisors
- DOE-200DE** ... Assessments Fundamentals
- DOE-215** ..... Assessment Preparation and Application
- DOE-310** ..... Oversight Data Analysis and Reporting
- DOE-320** ..... Causal Analysis and Corrective Action

### SAFETY BASIS (SBA)

- SBA-100DE** ..... Nuclear Facility Safety Basis Fundamentals
- SBA-110DE** ..... Documented Safety Analysis Safe Harbors
- SBA-120DE** ..... Hazard Identification, Categorization, and Evaluation Fundamentals
- SBA-130DE** ..... Accident Analysis and Control Selection
- SBA-140DE** ..... Safety Design Basis Document Development
- SBA-150DE** ..... Technical Safety Requirements (TSR) Development
- SBA-160DE** ..... Unreviewed Safety Question (USQ) Process Development
- SBA-170DE** ..... Safety Evaluation Report (SER) and Safety Review Letter (SRL) Development
- SBA-220** ..... Hazard Identification, Categorization, and Evaluation Review
- SBA-230** ..... Accident Analysis and Control Selection Review
- SBA-240** ..... TSR Review
- SBA-250** ..... USQ Process Implementation Review (under development)
- SBA-260** ..... New Facility Safety Design Basis Document Review (under development)
- SAF-785** ..... Technical Safety Requirement Implementation and Development

### FORMALITY OF OPERATIONS (FOO)

- FOO-200** ..... Conduct of Operations
- FOO-205** ..... Conduct of Operations Case Study Applications
- FOO-210** ..... Conduct of Maintenance
- FOO-230** ..... Configuration Management
- FOO-240** ..... Fundamentals of Work Planning and Control

### SAFETY MANAGEMENT PROGRAM (SMP)

- SMP-200** ..... Safety System Oversight Duties and Responsibilities

### SENIOR TECHNICAL SAFETY MANAGER (STSM)

- STS-300** ..... STSM Case Study Applications