



Canadian Nuclear
Safety Commission

Commission canadienne
de sûreté nucléaire

REGULATORY
POLICY

Policy on Human Factors

P-119

October 2000

REGULATORY DOCUMENTS

The Canadian Nuclear Safety Commission (CNSC) operates within a legal framework that includes law and supporting regulatory documents. Law includes such legally enforceable instruments as acts, regulations, licences and orders. Regulatory documents such as policies, standards, guides, notices, procedures and information documents support and provide further information on these legally enforceable instruments. Together, law and regulatory documents form the framework for the regulatory activities of the CNSC.

The main classes of regulatory documents developed by the CNSC are:

Regulatory policy: a document that describes the philosophy, principles and fundamental factors used by the CNSC in its regulatory program.

Regulatory standard: a document that is suitable for use in compliance assessment and describes rules, characteristics or practices which the CNSC accepts as meeting the regulatory requirements.

Regulatory guide: a document that provides guidance or describes characteristics or practices that the CNSC recommends for meeting regulatory requirements or improving administrative effectiveness.

Regulatory notice: a document that provides case-specific guidance or information to alert licensees and others about significant health, safety or compliance issues that should be acted upon in a timely manner.

Regulatory procedure: a document that describes work processes that the CNSC follows to administer the regulatory requirements for which it is responsible.

Document types such as regulatory policies, standards, guides, notices and procedures do not create legally enforceable requirements. They support regulatory requirements found in regulations, licences and other legally enforceable instruments. However, where appropriate, a regulatory document may be made into a legally enforceable requirement by incorporation in a CNSC regulation, a licence or other legally enforceable instrument made pursuant to the *Nuclear Safety and Control Act*.

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Published by the
Canadian Nuclear Safety Commission
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Catalogue number CC173-3/1-119E
ISBN 0-662-29521-8

Ce document est également disponible en français.

Document availability

The document can be viewed on the CNSC website. Copies in English or French may be ordered using the contact information below:

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POLICY ON HUMAN FACTORS

1.0 PURPOSE

The purpose of this regulatory policy is to assure that the Canadian Nuclear Safety Commission (CNSC) takes human factors issues into account in its regulatory activities.

2.0 SCOPE

This policy describes how the CNSC will take human factors into account during its licensing, compliance and standards-development activities.

3.0 DEFINITION AND EXAMPLES OF HUMAN FACTORS

For purposes of this policy, the term “human factors” means factors that influence human performance as it relates to the safety of a nuclear facility or activity over all phases, including design, construction, commissioning, operation, maintenance and decommissioning.

Some examples of human factors are: organizational and management structures, policies and programs; the allocation of functions to humans and machines; the design of user interfaces; staffing provisions; job-design features; work schedules; the design of written procedures; training, and the physical work environment.

4.0 POLICY STATEMENT

The Canadian Nuclear Safety Commission recognizes that human factors can affect the performance of the facilities and activities that it regulates. Accordingly, it is the policy of the Commission that:

- When reviewing applications for CNSC licences in accordance with any applicable laws, procedures and guidelines, the Commission will take into account human factors that could impact upon the Commission’s mandate for protection of the environment, the health and safety of persons, the maintenance of national security and the implementation of international obligations to which Canada has agreed.
- The Commission will evaluate the measures proposed by licence applicants, and the measures implemented by licensees to address human factors, to determine whether the measures provide for protection of the environment, the health and safety of persons, the maintenance of national security and the implementation of international obligations to which Canada has agreed.

- The CNSC will, where needed, provide licence applicants and licensees with written guidance on how to address human factors that could affect the safety of CNSC-regulated facilities and activities.
- The CNSC will cooperate with other organizations and jurisdictions to foster consistent national and international standards with respect to human factors.

5.0 EVALUATION

The CNSC internal audit group will evaluate the CNSC's adherence to this policy, and the policy's effectiveness, during periodic program reviews in accordance with management priorities.

6.0 POLICY AUTHORITY

This regulatory policy is issued under the authority of the *Nuclear Safety and Control Act*.

