

Hanford Openness Workshops

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*The Hanford Openness
Workshops are a
collaborative effort
among the U.S. Department
of Energy-Richland
Operations Office, the
Consortium
for Risk Evaluation
with Stakeholder
Participation, the
Oregon Office of
Energy, the Washington
Department of Ecology,
and regional Tribal
and citizen representatives.*

1999 HANFORD OPENNESS WORKSHOPS GROUNDRULES

- Be on time and avoid leaving early; respect the agenda; accept our time limitations.
- Give priority attention to the workshops and between-workshop tasks; do your part.
- Actively listen and participate.
- Raise hand or table tent to indicate your desire to speak; facilitator will acknowledge.
- Be respectful; avoid interrupting; don't dominate the conversation.
- Use considerate language; avoid labels.
- Keep the discussion focused; no side conversations.
- Acknowledge that all participants bring with them the legitimate purposes and goals of their organizations.
- Avoid attributions regarding the intentions, beliefs or motives of others; inquire rather than assuming you know.
- Support the HOW process within your constituency and the public and advocate for agreed-upon recommendations.
- Express concerns in a manner that others are likely to hear, not in a manner likely to invite defensiveness.
- Ask genuine questions (to learn or clarify), not rhetorical ones (to persuade or argue).

HOW-990305-2

**Is Openness Working? A Progress Report
Hanford Openness Workshops, Fall 1999**

Appendix 3, HOW Ground Rules

- It is OK for the facilitator to remind us of these ground rules, and for us to remind each other.