




The Deputy Secretary of Energy
Washington, DC 20585

August 2, 2013

MEMORANDUM FOR HEADS OF DEPARTMENTAL ELEMENTS

FROM: DANIEL B. PONEMAN 

SUBJECT: Quarterly Notification of the Department of Energy's differing Professional Opinion Process

Department of Energy (DOE) Order (O) 442.2, *Differing Professional Opinions for Technical Issues Involving Environmental, Safety, and Health Technical Concerns*, was issued on July 29, 2011. This Order requires that all DOE employees (including contractors and subcontractors) be notified quarterly of the Differing Professional Opinion (DPO) process to ensure that they are made aware of the process, including the DPO Web page address and the contact information for submitting DPOs.

The DPO process may be used by all DOE employees, including DOE contractors and subcontractors, for technical issues related to environment, safety, and health. Most issues can be resolved through routine discourse and processes, and this DPO process is not intended as the first step to report concerns or to be used as a way around those local processes. Employees should first use those local processes (including discussions with management) such as, review and comment processes, Employee Concerns Programs, and DPO processes or the equivalent, to bring attention to the concern. If an employee concludes, however, that routine work processes did not adequately resolve a concern or an issue, the employee should then submit the concern through this DPO process. We have recently experienced real-world examples of employees invoking the DPO process under DOE O 442.2 to raise technical issues, resulting in the identification of valid and important concerns which needed to be addressed. This in turn can help the Department more effectively achieve its missions. DOE commends employees who step forward to ensure technical safety concerns are fully reviewed.

The DOE DPO Web page, found at <http://www.hss.doe.gov/nuclearsafety/qa/dpo.html>, lists the DPO Managers to whom DPOs should be submitted, depending upon the scope of the issue. In addition, the Web page provides an online DPO submittal process. Alternatively, DPOs may be e-mailed or mailed to the DPO Managers identified on the DPO Web page, who are also included on the attached table.

I am requesting that Heads of Departmental Elements ensure that all of your employees, including those in the field, receive a copy of this Memorandum or inform me of what alternate process was used to ensure each employee was informed. Because of the importance of this matter, I am also issuing this Memorandum via the DOE DOECAST system.

I am requesting that during this quarter, Cognizant Secretarial Officers verify the status of inclusion of the current DPO Order in all contracts under their purview for the design, construction, management, operation, decontamination, decommissioning, or the demolition of DOE sites or facilities. DOE contractors who have the Contractor Requirements Document



required by DOE Order 442.2 in their contracts are required to ensure that all employees and subcontractor employees are notified quarterly of the DPO process and have the right to report environment, safety, and health technical concerns that have not been resolved through routine work processes or through the DOE DPO process. I am requesting that Cognizant Secretarial Officers ensure that contractors under their purview are meeting these requirements of the DPO Order where applicable. Cognizant Secretarial Officers are to report the results of the review of inclusion of the DPO Order in contracts, as well as the verification of notification of contractor employees or the contractor process to provide the notification, through Mary Haughey as the DPO process coordinator. The collective information will be rolled up in a report to me.

While the DPO process has been successful to date in bringing attention to significant technical issues, I want all DOE employees and contractors to be comfortable using it where appropriate. We are soliciting suggestions to ensure that all employees (Federal, contractor, and subcontractor) feel comfortable using this process and understand when and how to use it. Employees are requested to contact either Ms. Haughey or their respective DPO Manager to ask questions or provide suggestions on the DPO process.

Ms. Haughey may be reached at (301) 903-2867, or by e-mail at mary.haughey@hq.doe.gov. Contact information for DPO Managers is provided in the attachment.

Attachment

Table of Assigned DPO Managers				
	<i>If your DPO involves...</i>	<i>Submit your DPO to...</i>	<i>By email to...</i>	<i>Or by mail to...</i>
<i>For National Nuclear Security Administration (NNSA) facilities</i>	Any NNSA facility	Don Nichols	don.nichols@nnsa.doe.gov (202) 586-3885	Don Nichols, Associate Administrator for Safety and Health National Nuclear Security Administration U.S. Department of Energy 1000 Independence Avenue, S.W. Washington, DC 20585
<i>For DOE Office of Science (SC) facilities</i>	An SC hazard category 1, 2, or 3 nuclear facility ^[1]	Carol Sohn	carol.sohn@pnso.science.doe.gov (509) 375-2320	Carol Sohn, Chief of Nuclear Safety Office of Science U.S. Department of Energy P.O. Box 350, MS K9-42 Richland, WA 99352
	An SC facility other than a hazard category 1, 2, or 3 nuclear facility	Scott Davis	scott.davis@science.doe.gov (301) 903-964	Scott Davis U.S. Department of Energy 19901 Germantown Road Germantown, MD 20874
<i>For DOE facilities under the Office of the Under Secretary of Energy^[2]</i>	A nuclear facility	Kelli Markham	kelli.markham@nuclear.energy.gov (301) 903-9252	Kelli Markham Chief of Nuclear Safety Office of Nuclear Energy U.S. Department of Energy 19901 Germantown Road Germantown, MD 20874
	A facility other than a nuclear facility	William Eckroade	william.eckroade@hq.doe.gov (202) 287-5403	William Eckroade Principal Deputy Chief for Mission Support Operations Office of Health, Safety and Security U.S. Department of Energy 1000 Independence Avenue, S.W. Washington, DC 20585
<i>For DOE facilities under the purview of the Under Secretary for Nuclear Security other</i>	A nuclear facility other than an NNSA facility	Richard Lagdon	chip.lagdon@hq.doe.gov (202) 586-0799	Richard Lagdon, Chief of Nuclear Safety U.S. Department of Energy 1000 Independence Avenue, S.W. Washington, DC 20585
	A non-nuclear	William Eckroade	william.eckroade@hq.doe.gov (202) 287-5403	William Eckroade Principal Deputy Chief for

^[1] See Title 10 Code of Federal Register Part 830, *Nuclear Safety Management*, for the definition of nuclear facility. See DOE-STD-1027-92, Change Notice 1, *Hazard Categorization and Accident Analysis Techniques for Compliance with DOE Order 5480.23, Nuclear Safety Analysis Reports*, for the definitions of hazard category 1, hazard category 2, and hazard category 3 nuclear facilities.

^[2] Office of the Under Secretary includes facilities and activities under the Office of Energy Efficiency and Renewable Energy, the Office of Fossil Energy, and the Office of Nuclear Energy.

<i>than NNSA facilities^[3]</i>	facility other than an NNSA facility			Mission Support Operations Office of Health, Safety and Security U.S. Department of Energy 1000 Independence Avenue, S.W. Washington, DC 20585
<i>For DOE facilities other than under the purview of SC, the Under Secretary for Nuclear Security, or Office of the Under Secretary of Energy^[4]</i>	All facilities	William Eckroade	william.eckroade@hq.doe.gov (202-287-5403)	William Eckroade Principal Deputy Chief for Mission Support Operations Office of Health, Safety and Security U.S. Department of Energy 1000 Independence Avenue, S.W. Washington, DC 20585

^[3] Office of Environmental Management and Legacy Management facilities

^[4] All other DOE facilities