

**HS-64 Site Activity Report - Rev. 0**

Report Number: ARPT-LSO-2011-001

**Site:** Livermore Site Office**Subject:** Office of Independent Oversight's Office of Environment, Safety and Health Evaluations Activity Report for the Livermore Site Office Facility Representative Program Self-Assessment**Dates of Activity** 01/24/2011 – 01/28/2011**Report Preparer** Robert Freeman**Activity Description/Purpose:**

This activity report documents the results of the Office of Health, Safety and Security's (HSS) review of and participation in the Livermore Site Office Self-Assessment of the Facility Representative (FR) Program. This self-assessment was led by the U.S. Department of Energy (DOE) Livermore Site Office (LSO) and conducted by LSO staff, HSS staff, National Nuclear Security Administration (NNSA) Office of the Chief of Defense Nuclear Safety (CDNS) staff, a peer from Los Alamos Site Office, and a FR subject matter expert from NNSA. The onsite data collection portion of the assessment was performed January 24-28, 2011, and the final self-assessment report, *U.S. Department of Energy National Nuclear Security Administration Livermore Site Office Facility Representative Program Self Assessment*, was approved March 27, 2011. LSO staff also used the data and conclusions from the FR self-assessment to complete LSO CDNS FR Criteria, Review, and Approach Documents (CRADs) for review and use by CDNS during an upcoming review of the LSO FR Program.

The scope of the LSO self-assessment focused on the effectiveness of the LSO Program as described in DOE STD-1063-2006, *Facility Representatives*. The self-assessment was performed in accordance with LSO Work Instruction 414.9.2, *Performing Self-Assessments*, and FR Program self-assessment guidelines provided in DOE STD-1063-2006.

**Result:**Conduct of the Self-Assessment

The LSO FR Program self-assessment was a comprehensive and thorough assessment performed by highly qualified and experienced personnel. The inspection plan accurately reflected the criteria and approach for FR program self-assessments, as described in DOE STD-1063-2006. The performance of the self-assessment included an appropriate mix of document/record reviews, interviews, observation of training sessions, and performance-based observations of FR activities. It was notable in that, although the review was a site office self-assessment, the majority of the assessment team members were from external oversight and peer organizations, which provided a balanced and independent perspective on program effectiveness. The final report was comprehensive and accurately reflected the results of the team. Detailed results of specific CRAD reviews performed by HSS personnel were provided separately to LSO and were included in the final self-assessment report.

Summary of Results as Described in the Self-Assessment Report

The overall rating for the LSO FR program was "Adequate." Areas of strength noted in the report included management support of the FR program, FR Continuing Training Program, and effective FR interaction with the contractor. Areas of weakness noted in the report included the need to ensure adequate facility coverage is maintained, the need for clearer guidance for performing and reporting of oversight of work control and the Contractor Assurance System, and the need to clarify the documentation and implementation of cross-qualification guidelines.

The FR Program continues to improve and mature. Although the review identified numerous observations, they are typically opportunities for continuous program improvement rather than indications of program failures. It is noteworthy that LSO continues to use external assessors (both Headquarters and field experts) in the performance of their self-assessments. In the case of this self-assessment, six external assessors from five different organizations were included on the team. This practice provides for a diverse range of experience and expertise in assessors and allows for the sharing of cross-complex best management practices and lessons learned. Feedback from earlier assessments has been considered and used to strengthen the program. FRs understand and support management expectations and contribute to the overall safety and efficiency of Lawrence Livermore National Laboratory facilities. LSO management support of the program is strong.

**CONCLUSION:**

Overall, the LSO FR Program self-assessment process was effective and adequately demonstrated that the FR program was performing adequately.

HSS Participants	References
1. James Coaxum	
2. Edward Stafford	
Were there any items for HSS follow up? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
HSS Follow Up Items	