

REQUIREMENTS BASED SURVEILLANCE AND MAINTENANCE REVIEW PROCESS INTERVIEW FORM

General Information:

A. Evaluator: _____ Organization: _____ Ph: _____

B. Interviewee: _____ Organization: _____ Ph: _____

C. Activity Name : _____

General/Administrative Support

Mission/Facility Support

(Circle One)

D. Safety Related: _____ Yes _____ No

E. Procedure #: _____

F. Charge Number: _____

G. Frequency for Conducting the Activity: (Circle One)

Hourly

Shiftly

Daily

Weekly

Bi-weekly

Monthly

Quarterly

Semi-Annually

Annually

Other: _____

H. Will the performance of this activity be required until this facility is dispositioned? If no, when will the performance of this activity no longer be required?

Yes

No; Date or Terminating Event: _____

I. Approximate number of personnel and man-hours required to complete the activity each time the activity is performed? (Include all support personnel and pre- and post- evolution time)

Number of Personnel: _____

Man-

Hours: _____

J. Comments:

RBSM Prioritization Process Interview Form - Section A

A-1. Is the activity driven by a regulatory requirement? _____ (List) Yes No

Yes - Go to Question # A-2

No- Go to Question #A-4

A-2. Have operations or conditions changed significantly such that the driver is no longer applicable to this activity? Yes No

Yes - **"Activity is a candidate for cancellation"**

No - Go to Question # A-3

A-3. Can and/or should this requirement be renegotiated? Yes/Maybe No

Yes/Maybe - **"Activity is a candidate for further evaluation " Go To Section G**

No - Mission/Facility Support Go to Section B

General/Administrative Support Go to Section E

A-4. Is the activity driven by a commitment to the DNFSB or to a stakeholder group? Yes No

Yes - Go to Question # A-5 _____ (List)

No - Go to Question # A-7

A-5. Have operations or conditions changed significantly such that the driver is no longer applicable to this activity? Yes No

Yes - **"Activity is a candidate for cancellation"**

No - Go to Question # A-6

A-6. Can and/or should this requirement be renegotiated? Yes/Maybe No

Yes/Maybe - "Activity is a candidate for further evaluation " Go To Section G No - Mission/Facility Support Go to Section B General/Administrative Support Go to Section E		
A-7. Is the activity driven by a DOE Order? _____ (List)	Yes	No
Yes - Go to Question # A-8 No - Go to Question # A-14		
A-8. Have operations or conditions changed significantly such that the driver is no longer applicable to this activity?	Yes	No
Yes - "Activity is a candidate for cancellation" No - Go to Question # A-9		
A-9. Has a documented evaluation been done to establish the need and the frequency or level of effort for this activity?	Yes	No
Yes - Go to question # A-10 No - Go to Question # A-11		
A-10. Has the activity been revised to reflect the results of that evaluation?	Yes	No
Yes - "Activity requires no further evaluation" No - Mission/Facility Support Go to Section B General/Administrative Support Go to Section E		
A-11. Has the order been revised in the last 2 years?	Yes	No
Yes - Go to Question # A-12 No - Mission/Facility Support Go to Section B General/Administrative Support Go to Section E		
A-12. Has the current activity been updated to reflect the revised DOE Order?	Yes	No
Yes - Go to Question # A-13 No - "Activity is a candidate for further evaluation " Go To Section G		
A-13. Can and/or should relief be obtained from performing all or part of this activity?	Yes/Maybe	No
Yes/Maybe - "Activity is a candidate for further evaluation " Go To Section G No - Mission/Facility Support Go to Section B General/Administrative Support Go to Section E		
A-14. Is the activity addressed in an identified technical safety document?	Yes	No
Comment: _____ Yes - Go to Question # A-15 No - Go to Question # A-17		
A-15. Have operations or conditions changed significantly such that the driver is no longer applicable to this activity?	Yes	No
Yes - "Activity is a candidate for cancellation" No - Go to Question # A-16		
A-16. Is the activity being conducted in accordance with that technical safety document?	Yes	No
Comment: _____ Yes - Mission/Facility Support Go to Section C General/Administrative Support Go to Section F No - "Activity is a candidate for further evaluation " Go To Section G		
A-17. Is the activity being performed based on national commercial standards?	Yes	No
List: _____ Yes - Go to Question # A-18 No - General/Administrative Support Go to A-22; Mission/Facility Support Go To A-19		
A-18. Have operations or conditions changed significantly such that the driver is no longer applicable to this activity?	Yes	No
Yes - "Activity is a candidate for cancellation" No - Mission/Facility Support Go to Section B General/Administrative Support Go to Section E		
A-19. Is the activity being performed in accordance with a technical or vendor specification?	Yes	No
Comment: _____ Yes - Go to Question # A-20 No - Go to Question # A-22		
A-20. Have operations or conditions changed significantly such that the driver is no longer applicable to this activity?	Yes	No
Yes - "Activity is a candidate for cancellation"		

No - Go to Question # A-21		
A-21. Has a graded approach been taken to the performance of this activity?	Yes	No
Yes - Go to Section D		
No - "Activity is a candidate for further evaluation " Go To Section G		
A-22. Is the activity based on best management practices / best practices or on lessons learned?	Yes	No
(General/Admin Support) (Mission/Facility Support)		
Comment: _____		
Yes - Go to Question A-23		
No - "Activity is a candidate for cancellation"		
A-23. Have operations or conditions changed significantly such that the driver is no longer applicable to this activity?	Yes	No
Yes - "Activity is a candidate for cancellation"		
No - Mission/Facility Support Go to Section C		
General/Administrative Support Go to Section F		
RBSM Prioritization Process Interview Form - Section B		
B-1. Is the activity performed on a material?	Yes	No
Yes - Go to Question # B-2		
No - Go to Question # B-4		
B-2. Are there identified vulnerabilities with this material in its current configuration?	Yes	No
Comment: _____		
Yes - Go to Question # B-3		
No - "Activity is a candidate for a frequency change"		
B-3. Is the activity being performed specifically to address these vulnerabilities?	Yes	No
Yes - "Activity requires no further evaluation"		
No - "Activity is a candidate for further evaluation " Go To Section G		
B-4. Is the activity performed on a system or one of its components?	Yes	No
Yes - Go to Question # B-6		
No - Go to Question # B-5		
B-5. Is this activity performed on an area/room or on a piece of equipment?	Area/room	Equipment
Area/Room - Go to Question # B-6		
Equipment - Go to Question # B-6		
B-6. Is the activity being conducted or is the system/component or equipment being operated to support a current or future mission? (circle one)	Yes	No
Yes - Go to Question # B-7		
No - "Activity is a candidate for cancellation"		
B-7. Is the activity being conducted or is the system/component or equipment being operated for a safety related purpose? (circle one)	Yes	No
Yes - Go to Question # B-8		
No - Go to Question # B-9		
B-8. Is this safety related activity being conducted at a level greater than the minimal level required?	Yes	No
Yes - "Activity is a candidate for a frequency change"		
No - "Activity requires no further evaluation"		
B-9. Is the activity being conducted at a level greater than the minimal level required?	Yes	No
Yes - "Activity is a candidate for a frequency change"		
No - "Activity is a candidate for further evaluation"		
RBSM Prioritization Process Interview Form - Section C		
C-1. Is the activity performed on a material?	Yes	No
Yes - Go to Question # C-2		
No - Go to Question # C-4		
C-2. Are there identified vulnerabilities with this material in its current configuration?	Yes	No
Yes - Go to Question # C-3		
No - "Activity is a candidate for a frequency change"		
C-3. Is the activity being performed specifically to address these vulnerabilities?	Yes	No
Yes - "Activity requires no further evaluation"		
No - "Activity is a candidate for further evaluation " Go To Section G		

C-4. Is the activity performed on a system or one of its components? Yes - Go to Question # C-6 No - Go to Question # C-5	Yes	No
C-5. Is this activity performed on an area/room or on a piece of equipment? Area/Room - Go to Question # C-6 Equipment - Go to Question # C-6	Area/room	Equipment
C-6. Is the activity being conducted or is the system/component or equipment being operated to support a current or future mission? (circle one) Yes - Go to Question # C-7 No - "Activity is a candidate for cancellation"	Yes	No
C-7. Is the activity being conducted or is the system/component or equipment being operated for a safety related purpose? (circle one) Yes - "Activity requires no further evaluation" No - "Activity is a candidate for further evaluation " Go To Section G RBSM Prioritization Process Interview Form - Section D	Yes	No
D-1. Is the activity performed on a system or one of its components? Yes - Go to Question # D-3 No - Go to Question # D-2	Yes	No
D-2. Is this activity performed on an area/room or on a piece of equipment? Area/Room - Go to Question # D-3 Equipment - Go to Question # D-3	Area/room	Equipment
D-3. Is the activity being conducted or is the system/component or equipment being operated to support a current or future mission? (circle one) Yes - Go to Question # D-4 No - "Activity is a candidate for cancellation"	Yes	No
D-4. Is the activity being conducted or is the system/component or equipment being operated for a safety related purpose? (circle one) Yes - "Activity requires no further evaluation" No - "Activity is a candidate for further evaluation " Go To Section G RBSM Prioritization Process Interview Form - Section E	Yes	No
E-1. Does this activity involve the management of records, data, information, etc.? Yes - Go to Question E-2 No - Go to Question E-4	Yes	No
E-2. Is this the only process on-site that can be used to perform this same task? Yes - Go to Question E-3 No - "Activity is a candidate for further evaluation " Go To Section G	Yes	No
E-3. Is the activity being conducted at a level greater than the minimal level required? Yes - "Activity is a candidate for a frequency change" No - "Activity requires no further evaluation"	Yes	No
E-4. Does the activity involve the development or review of policies, procedures or work plans? Yes - Go to Question # E-5 No - Go to Question # E-8	Yes	No
E-5. Is the activity done for a safety related purpose? Yes - Go to Question # E-6 No - Go to Question # E-7	Yes	No
E-6. Is the activity being conducted at a level greater than the minimal level required? Yes - "Activity is a candidate for a frequency change" No - "Activity requires no further evaluation"	Yes	No
E-7. Is the activity being conducted at a level greater than the minimal level required? Yes - "Activity is a candidate for a frequency change" No - "Activity is a candidate for further evaluation " Go To Section G	Yes	No
E-8. Does the activity involve personnel or the procurement of goods and services? Personnel - Go to Question # E-9 Procurement of Goods/Services - Go to Question # E-19	Personnel	Procurement
E-9. Does the activity involve personnel training or other routine requirements? Yes - Go to Question # E-10 No - Go to Question # E-13	Yes	No

E-10. Does the activity support the current job assignment of the individual?	Yes	No
Yes - Go to Question # E-11		
No - "Activity is a candidate for cancellation"		
E-11. Is the activity being provided more frequently than required?	Yes	No
Yes - "Activity is a candidate for a frequency change"		
No - Go to Question # E-12		
E-12. Do all the personnel <i>in this job classification</i> need to meet this requirement?	Yes	No
Yes - "Activity requires no further evaluation"		
No - "Activity is a candidate for further evaluation " Go To Section G		
E-13. Does this involve activities related to stakeholder support?	Yes	No
Yes - Go to Question # E-14		
No - Go to Question # E-15		
E-14. Is the activity conducted at a level greater than that committed to?	Yes	No
Yes - "Activity is candidate for a frequency change"		
No - "Activity requires no further evaluation"		
E-15. Does the activity involve the supervision or oversight of personnel?	Supervision	Oversight
Supervision - Go to Question # E-16		
Oversight - Go to Question # E-17		
E-16. Does this activity involve the management/supervision of fewer than five direct reports?	Yes	No
Yes - "Activity is a candidate for a frequency change"		
No - "Activity requires no further evaluation"		
E-17. Does the driver specify the amount or frequency of oversight?	Yes	No
Yes - Go to Question # E-18		
No - "Activity is a candidate for further evaluation " Go To Section G		
E-18. Is the activity being performed at the specified frequency?	Yes	No
Yes - "Activity requires no further evaluation"		
No - "Activity is a candidate for a frequency change"		
E-19. Is the procurement related to an identified safety class item?	Yes	No
Yes - "Activity requires no further evaluation"		
No - Go to Question # E-20		
E-20. Are safety class requirements being applied anyway?	Yes	No
Yes - "Activity is a candidate for further evaluation " Go To Section G		
No - "Activity requires no further evaluation"		
RBSM Prioritization Process Interview Form - Section F		
F-1. Does this activity involve the management of records, data, information, etc.?	Yes	No
Yes - Go to Question # F-2		
No - Go to Question # F-3		
F-2. Is this the only process on-site that can be used to perform this same task?	Yes	No
Yes - "Activity requires no further evaluation"		
No - "Activity is a candidate for cancellation"		
F-3. Does the activity involve the development or review of policies, procedures or work plans?	Yes	No
Yes - Go to Question # F-4		
No - Go to Question # F-5		
F-4. Is the activity done for a safety related purpose?	Yes	No
Yes - "Activity requires no further evaluation"		
No - "Activity is a candidate for further evaluation " Go To Section G		
F-5. Does the activity involve personnel or the procurement of goods and services?	Personnel	Procurement
Personnel - Go to Question # F-6		
Procurement of Goods/Services - Go to Question # F-11		
F-6. Does the activity involve personnel training or other routine requirements?	Yes	No
Yes - Go to Question # F-7		
No - Go to Question # F-9		
F-7. Does the activity support the current job assignment of the individual?	Yes	No
Yes - Go to Question # F-8		
No - "Activity is a candidate for cancellation"		
F-8. Do all the personnel <i>in this job classification</i> need to meet this requirement?	Yes	No

Yes - **"Activity requires no further evaluation"**

No - **"Activity is a candidate for further evaluation " Go To Section G**

F-9. Does the activity involve the supervision or oversight of personnel?	Supervision	Oversight
Supervision - Go to Question # F-10		
Oversight - "Activity is a candidate for further evaluation " Go To Section G		
F-10. Does this activity involve the management/supervision of fewer than five direct reports?	Yes	No
Yes - "Activity is a candidate for a frequency change"		
No - "Activity requires no further evaluation"		
F-11. Is the procurement related to an identified safety class item?	Yes	No
Yes - "Activity requires no further evaluation"		
No - Go to Question # F-12		
F-12. Are safety class requirements being applied anyway?	Yes	No
Yes - "Activity is a candidate for further evaluation " Go To Section G		
No - "Activity requires no further evaluation"		

RBSM Prioritization Process Interview Form - Section G

1. For this "Further Evaluation" activity the sub-bin is: (Circle One)

A - **Incomplete information**

Comment:

B - **Intent and/or appropriateness**

Comment:

C - **Further review of activities**

Comment:

D - **Further review /relief required**

Comment: