



CHARTER OF THE TRITIUM FOCUS GROUP (TFG) APRIL 2013

PURPOSE – The purpose of the TFG, a Standing DOE Working Group, is to promote cost-effective improvements in tritium safety, handling, transportation, storage, and operations, and to enhance communication across the Department of Energy (DOE) (inclusive of the National Nuclear Security Administration (NNSA)) on all matters related to tritium.

OBJECTIVES – The objectives of the TFG include:

1. Serving as an efficient forum for communication and coordination of tritium issues and activities across the DOE complex and beyond.
2. Promoting sharing and application of state-of-the-art design and engineering technology and operating techniques in tritium operations;
3. Formulating positions for inquiries from interested parties including tritium facilities, DOE line management, the Defense Nuclear Facilities Safety Board (DNFSB), U.S. Federal and State regulators and foreign entities, and the ITER project.
4. Providing comments on proposed Federal actions affecting U.S. tritium operations.
5. Promoting and supporting the implementation of initiatives consistent with DOE Policy on Integrated Safety Management (ISM), including development of as-low-as-reasonably-achievable (ALARA) radiation protection practices at DOE tritium facilities.
6. Developing consistency among DOE tritium operations.
7. Developing consistency in implementation of hazard classification for DOE tritium facilities and programs.
8. Supporting the development or revision of DOE standards and other technical guidance.
9. Partnering and interfacing with national and international standards development organizations, other Federal agencies, and industry to represent DOE interests in the development and review of national and international technical standards associated with tritium issues.

ORGANIZATION – The Tritium Focus Group consists of participants from member organizations and non-member organizations whose activities are organized by the two TFG Coordinators (one a Federal employee, the other a DOE contractor employee). Activities of the Coordinators include making meeting arrangements, distributing meeting papers and minutes, interfacing with external organizations, and transmitting positions of the TFG to interested parties. The Coordinators are elected for three-year terms by TFG participants during the TFG Spring Meeting once every three years. The TFG may form subcommittees, as necessary, to address specific issues and needs. Subcommittees shall consist of individuals with experience, subject matter expertise, or interest in the specific issue, with a Coordinator-appointed lead.

MEMBER AND NON-MEMBER ORGANIZATIONS – Member Organizations consist of those receiving DOE funding for tritium activities. These include DOE sites (including the national laboratories) that contain tritium facilities, and universities conducting DOE-sponsored tritium

research. Non-member organizations include other organizations including commercial entities that have either tritium operations or provide tritium equipment or services. Participants from other interested Federal and State organizations and trade groups are welcome to participate as observers. Official positions of the TFG must achieve a $\frac{2}{3}$ majority of the member organizations voting on the proposal. Member organizations, once their principal and alternate delegates (who are the only participants authorized to vote for the organization) are on file with the TFG Coordinators, need only update their delegates when changes occur. The current directory of Member Organizations is listed below. The TFG Coordinators will revise this list as conditions warrant. Each listed Member Organization has one vote.

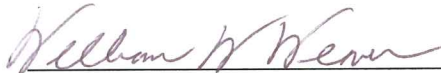
MEETINGS – The TFG meets on a periodic basis; at least annually, preferably semiannually. Meeting topics, agenda, and location are the responsibility of the Coordinators; however, meeting locations should be rotated among the respective DOE locations in order to avoid excessive travel by any one group of members. Videoconferencing or Web-based meetings are used whenever available to further reduce travel costs. Outside organizations or individuals are invited as appropriate. The minutes of each meeting are distributed to TFG members by the Coordinators within a reasonable length of time.

TECHNICAL EXCHANGE – The TFG encourages the exchange of related technical information via meetings, conferences, and symposia. The Coordinators perform liaison functions for the TFG with the International Conference on Tritium Science and Technology.

DIRECTORY OF MEMBER ORGANIZATIONS:

Idaho National Laboratory
 Los Alamos National Laboratory
 Lawrence Livermore National Laboratory
 Pacific Northwest National Laboratory
 Princeton Plasma Physics Laboratory
 Sandia National Laboratories (Albuquerque and Livermore)
 Savannah River National Laboratory
 Savannah River Site Tritium Facilities
 University of Rochester Laboratory for Laser Energetics


Charter submitted by:



 William W. Weaver
 Nuclear Safety and Tritium Risk Specialist

13 MAY 2013
 Date

Charter approved by:



 Richard H. Lagdon, Jr.
 Chief of Nuclear Safety
 Office of the Under Secretary

17 May 2013
 Date