



**Department of Energy**  
Washington, DC 20585

MEMORANDUM FOR DISTRIBUTION

FROM: DAE Y. CHUNG   
DEPUTY ASSISTANT SECRETARY FOR  
SAFETY MANAGEMENT AND OPERATIONS

SUBJECT: Establishing the Office of Environmental Management Quality Assurance Corporate Board

The purpose of this memorandum is to introduce the Office of Environmental Management (EM) Quality Assurance (QA) Corporate Board which implements EM's policy and guidance and promotes lessons learned and best practices across the sites. The Corporate Board provides the management structure to integrate the independently managed federal and contractor QA Programs into a single corporate entity. The Board serves as a consensus-building body to facilitate institutionalization of a QA Management System across the EM-Complex.

The Corporate Board concept originated from the EM Quality Improvement Initiative in 2007, supported by Assistant Secretary Jim Rispoli and Principal Deputy Assistant Secretary Ines Triay. Several action items resulted from the Quality Improvement Initiative meetings, including creating a new office in EM Headquarters focused solely on standards and quality assurance. The Office of Standards and Quality Assurance (EM-64) was established in the Office of Safety Management and Operations (EM-60), effective January 20, 2008.

The Board will ensure that major QA program decisions and recommendations incorporate and promote the use of the best practices and commonly accepted standards in nuclear industry, including:

- Standardization and consistency in establishment and implementation of nuclear QA programs in the EM complex;
- Institutionalization of a QA implementation verification process and proper integration of QA and ISMS;

Assurance that competent QA personnel and other resources are available to be able to achieve QA objectives in the EM complex;

- Effective collection, communication, and application of lessons learned throughout the EM complex; and



- Continuous improvement of the overall EM cleanup performance by sustaining a quality culture in the EM complex.

The Corporate Board is an executive board that includes both senior DOE and contractor representatives who are involved with construction, operating, and decommissioning projects. The Board acts in an advisory capacity to the EM Deputy Assistant Secretary for Safety Management and Operations, who is the Chief Executive Officer and Chair of the Board. Decisions on the Corporate Board's recommendations are acted on by EM senior management.

The Director, Office of Standards and Quality Assurance, serves as the Deputy to the Chair of the Board. Staff from the Office of Standards and Quality Assurance provides administrative, technical, and data management support. The senior EM manager at each site is responsible for appointing federal and contractor representatives. Other members from commercial entities may be selected by the Chair as necessary.

The Corporate Board will operate under a set of by-laws. Attachment 1 provides a set of draft by-laws, already reviewed once by the EM sites, for consideration. These will be discussed and agreed upon at the first Corporate Board meeting on March 13, 2008, as specified in Attachment 2. If the federal site managers wish to bring their designated site QA managers with them to the meeting that will be acceptable. In addition, the DOE contractor representatives can designate their corporate QA Directors as replacements for them. At that time we will also discuss the frequency of our meetings, but it is envisioned that these will occur at least semi-annually to address issues and set plans and schedules.

If you have any questions, please contact me at (202) 586-5151 or Ms. Sandra Waisley, at (202) 586-3087.

Attachments

Distribution (Executive Board Members)

David A. Brockman, Manager, Richland Operations Office (RL)  
Shirley Olinger, Manager, Office of River Protection (ORP)  
Jeffrey M. Allison, Manager, Savannah River Operations (SR)  
Steve McCracken, Assistant Manager, Oak Ridge Office (OR)  
William E. Murphie, Manager, Portsmouth/Paducah Project Office (PPPO)  
Brian S. Anderson, Assistant Site Manager for EM/ICP, Nuclear and Safety Performance, Idaho Operations Office (ID)  
Jack Craig, Manager, Consolidated Business Center Ohio (CBC)  
David C. Moody, Manager, Carlsbad Field Office (CBFO)  
Alan Parker, Executive Vice President & COO, EnergySolutions LLC  
Steve Piccolo, Chief Operating Officer, URS Washington Group Inc.  
David Amerine, Senior Vice President, Parsons  
George Jackson, Executive Vice President & COO, Fluor Government Group Operations, West, Fluor  
Thomas Stevens, Senior Vice President, Federal Operations, AREVA NP, Inc.  
Mark Spears, President, Nuclear Business Group, CH2M Hill  
David Walker, President, Bechtel National, Inc.  
Michael J. Mason, EFCOG ISM Working Group, QA Subgroup Lead, Bechtel National  
Chip Lagdon, Chief Nuclear Safety, Office of the Under Secretary of Energy

Cc:

Elizabeth D. Sellers, Manager, Idaho Operations Office (ID)  
Richard B. Provencher, Deputy Manager, Idaho Operations Office (ID)  
Gerald Boyd, Manager, Oak Ridge Office (OR)  
Steve McCracken, Assistant Manager, Oak Ridge Office (OR)  
John R. Longenecker, Managing Director and Working Group Coordinator, EFCOG  
Timothy Jackson, Consolidated Business Center Ohio (CBC)  
Ava Holland, Director, Office of Quality Assurance, Carlsbad Field Office (CBFO)  
Patrick Carrier, Quality Assurance Manager, Office of River Protection (ORP)  
Al Hawkins, Quality Assurance Manager, Richland Operations Office (RL)  
Carl Everatt, Director, Office of Safety and Quality Assurance, Savannah River Operations (SRS)  
Robert Brown, Deputy Manager, Oak Ridge Office (OR)  
Jeff Mousseau, President and General Manager, Bechtel BWXT Idaho  
Joe Yanek, Chair, EFCOG ISM Working Group

Bcc:

James A. Rispoli, Assistant Secretary for Environmental Management, EM-1  
Ines R. Triay, Principal Deputy Assistant Secretary for Environmental Management, EM-2  
James Owendoff, Chief Operations Officer, EM-3  
Cynthia Anderson, Deputy Chief Operations Officer, EM-3  
James Fiore, Director, Office of Management Analysis and Process Management, EM-6

Jack Surash, Deputy Assistant Secretary for Acquisition and Project Management, EM-50

Frank Marcinowski, Deputy Assistant Secretary for Regulatory Compliance, EM-10

Desi Crouthers, Acting Director, Site Support and Small Projects, EM-3.2

Robert Murray, Standards and Quality Assurance, EM-64

Kriss Grisham, Standards and Quality Assurance, EM-64

Robert Goldsmith, Director, Operations Oversight, EM-62

Chuan-Fu Wu, Director, Safety Management, EM-61