



**Department of Energy**  
Washington, DC 20585

August 14, 2001

**MEMORANDUM FOR DISTRIBUTION**

FROM:   
Joseph Arango, Facility Representative Program Manager (S-3.1)

SUBJECT: Facility Representative Program Performance Indicators Quarterly Report

The Facility Representative Program Performance Indicators (PIs) Quarterly Report is attached covering the period from April to June 2001. Data for these indicators are gathered by the Field elements quarterly per the Facility Representatives Standard, DOE-STD-1063, and reported to Headquarters Program Offices for evaluation and feedback in order to improve the Facility Representative Program. The definitions of the PIs from the Standard are also attached for your use in evaluating the data.

I intend to continue to provide this summary information to you quarterly. These PIs provide valuable measures of the effectiveness of the Facility Representative Program across the complex. These indicators should be used to guide future actions to correct weaknesses and further strengthen the role of the Facility Representatives in the Department goal of conducting work safely.

Current Facility Representative information and past quarterly reports are accessible via the Internet at our website. Should you have any questions or comments on this report, please contact me at 202-586-7599.

Attachments

Facility Representative Program Quarterly Report  
August 14, 2001

Distribution:

F. Blake, S-2  
R. Card, S-3  
E. Livingston, S-1  
J. Gordon, NA-1  
R. Erickson, DP-3  
J. Mangeno, NA-6  
K. Carlson, DP-1  
J. Roberson, EM-1  
J. Decker, SC-1  
W. Magwood, NE-1  
S. Cary, EH-1  
M. Oldham, EM-3  
M. Johnson, SC-3  
T. Dirks, MA-3

Manager, Albuquerque Operations Office  
Manager, Carlsbad Field Office  
Manager, Chicago Operations Office  
Manager, Idaho Operations Office  
Manager, Nevada Operations Office  
Manager, Oak Ridge Operations Office  
Manager, Oakland Operations Office  
Manager, Ohio Field Office  
Manager, Richland Operations Office  
Manager, Office of River Protection  
Manager, Rocky Flats Field Office  
Manager, Savannah River Operations Office  
Manager, Y-12 Area Office

cc:

Program Sponsors:

Larry Kirkman, AL  
Carson Nealy, CH  
Bob Stallman, ID  
Kathy Izell, NV  
Phil Hill, OAK  
Bob Poe, OR  
Nat Brown, OH  
Lloyd Piper, RL  
Sandy Johnson, ORP  
Brad Ring, RF  
Roy Schepens, SR  
Ken Ivey, YAO

Facility Representative Program Quarterly Report  
August 14, 2001

Steering Committee members:

J. Eggleston, AL  
M. Bruns, KAO  
E. Burkholder, AAO  
F. Bell, LAAO  
D. Galbraith, CBFO  
M. Roberts, KCAO  
K. Moro, CH  
L. Dietrich, PAO  
M. Dikeakos, BAO  
R. Purucker, ARG-E  
M. Holzmer, ARG-W  
B. Seal, ID  
T. Wallace, NV  
R. Scott, OAK  
T. Brown, OH  
W. Hamel, WVPO  
D. Kozlowski, FEMP  
J. Zimmerman, MEMP  
T. Harris, OR  
S. Wellbaum, YAO  
G. Morris, OR  
T. Noe, OR  
C. Bosted, ORP  
J. Voice, RL  
R. Gordon, RL  
R. Dion, RF  
J. J. Hynes, SR  
P. Giles, SR  
R. Edwards, SR

J. King, DP  
J. Serocki, EM  
R. Schwartz, SC  
E. Tourigny, NE  
S. Cary, EH  
C. West MA  
C. Izquierdo, FE

Mark Whitaker, S-3.1

# Facility Representative Program Performance Indicators (2QCY2001)

Ops Office	Area Office	Staffing per Analysis	FTEs	Actual Staffing	% Staffing	Attrition	% Core Qual	% Full Qual	% Field Time	% Oversight Time *
AL	AAO	15	12	8	53	1	88	88	35	60
AL	CBFO	1	1	1	100	0	100	0	60	65
AL	KAO	12	11	9	75	1	67	67	27	54
AL	LAO	19	19	14	74	2	64	43	40	70
CH	AMES	1	1	1	100	0	100	100	30	75
CH	ARG-E	5	5	5	100	0	100	100	40	85
CH	ARG-W	3	3	3	100	0	33	0	25	41
CH	BAO	5	6	5	100	0	100	60	21	82
CH	FAO	2	2	2	100	0	50	50	40	60
CH	PAO	1	0.5	1	100	0	100	100	56	87
ID	OPS	17	17	18	106	1	100	78	31	75
NV	OPS	10	11	8	80	0	100	38	37	58
OAK	OPS	10	10	11	110	0	45	27	31	66
OH	FERN	6	6	6	100	0	100	100	34	66
OH	MEMP	4	4	4	100	0	100	100	48	62
OH	VVDP	2	3	3	150	0	100	100	50	64
OR	EM	20	17	17	85	0	88	69	50	70
OR	NE	5	4	4	80	0	100	75	65	78
OR	ORNL	3	2	2	67	0	100	100	76	87
OR	YAO	13	13	6	46	0	50	50	51	74
ORP	-	7	7	6	86	1	100	100	50	74
RF	FIELD	14	14	14	100	0	79	79	55	75
RL	OPS	21	21	21	100	1	100	90	56	84
SR	EM	41	41	39	95	1	97	92	44	74
SR	NNSA	3	3	3	100	0	100	100	42	72
<b>Totals:</b>		240	233.5	211	88	8	84	71	43	72
<b>DOE Goals:</b>					100			>75	>40	>60

\* % Oversight Time includes % Field Time

## Facility Representative Program Accomplishments

- The Albuquerque Operations Office hosted a five-week training course for Facility Representatives from across the Department. Personnel from the following offices contributed to the successful implementation of this training: Savannah River, Y-12, Ohio, Rocky Flats, Oakland, Los Alamos, Kirtland, Albuquerque, and Headquarters Defense Programs.
- Mark Brown, an Office of River Protection Facility Representative, led an assessment of system operability for a safety class system which identified significant programmatic deficiencies in the contractor's maintenance of safety class systems. Resolution of the identified issues resulted in significantly improved programs to maintain safety-related structures, systems and components in a reliably operable status.
- Mark Brown, an Office of River Protection Facility Representative, identified improperly installed rigging hardware. The lift was not performed as a result of the identified deficiency and programmatic improvements were made in the contractor's maintenance of swivel hoist rings.
- A Savannah River Operations Office Facility Representative reviewed K-Area operations and performed a radiological design assessment to support Critical Decision 2 for the Highly Enriched Uranium Blend-Down Program.
- A Savannah River Operations Office Facility Representative identified major fall protection deficiencies during construction of an enclosure. As a result, the contractor developed and instituted an approved fall protection plan for the job.
- A Savannah River Operations Office Facility Representative participated on a Headquarters sponsored team for review of the design of the new Tritium Extraction Facility, noting several technical and procurement issues.
- A Savannah River Operations Office Facility Representative identified inadequate in-service leak testing of a chemical addition rig that was installed to support cleaning of the 2H evaporator. This led to subsequent discovery of leak sites needing repair prior to initiation of chemical cleaning activities.
- A number of Ohio Field Office Facility Representative safety concerns received prompt contractor management attention for resolution at the Miamisburg Environmental Management Project: concerns related to lack of proper disposition of an impaired sling, lack of adequate lighting in workshop area, lack of inspection certification for an eye wash station, and lack of proper storage and labeling on chemical vials in the workshop cabinet.
- A Richland Operations Office Facility Representative identified a stressed safety system in the Heating, Ventilation, Air Conditioning equipment area. Scaffolding left erected with no apparent use was leaning against and pushing out of alignment the fire suppression system. The contractor removed the scaffolding.
- A Richland Operations Office Facility Representative identified several major National Fire Protection Association non-compliances maintaining a facility firewater pump house. The pump house was credited as a safety system in the facility's Safety Analysis Report. The contractor acknowledged the non-compliances and is working to resolve them.
- Amarillo Area Office Facility Representatives identified inadequacies in the Facility Manager turnover process. Issues include inadequate documentation of facility modes per the technical safety requirements, inadequate turnover of information, and informal and inaccurate logging of turnover information. This issue will be formally transmitted to the contractor for correction.

## **Facility Representative Program Accomplishments**

- Kirtland Area Office Facility Representatives performed a surveillance of Sandia National Laboratory's authorization basis for non-nuclear facilities. They identified several issues with implementation of hazard analysis, which will help improve the lab's identification and control of hazards.
- Kirtland Area Office Facility Representatives performed a surveillance of Sandia National Laboratory's compliance with waste management requirements prior to a State of New Mexico RCRA inspection and EPA Multi-media Audit. Issues were identified and resolved resulting in successful inspection with no violations or fines.
- Los Alamos Area Office Facility Representatives provided Readiness Assessment Team members for both the Y-12 Metal Reduction and Pour Up and the CMR Actinide Sphere Fabrication.
- A Rocky Flats Field Office Facility Representative in Building 771 found a worker propping up a large lead acid battery pack that had tipped out of a pallet jack during a move. After prompting by the Facility Representative, the worker notified Facility Management of the upset and the room was evacuated. A plan was developed for entry into the room for clean up of the acid spill.
- A Brookhaven Area Office Facility Representative contributed significantly to an effort by Brookhaven National Laboratory to revise and enhance the laboratory Transportation Safety Program.

<b>STAFFING</b>			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	% Staffing -- Staffing analysis positions -- Approved FTE staffing -- Actual filled staffing	Number of FacRep positions filled ----- Number of FacRep positions *	100% of [#FacReps]  * per DOE-STD-1063-2000 staffing analysis
DOE-wide	Attrition	Number of FacReps leaving the program this quarter.	N/A

<b>TRAINING AND QUALIFICATION</b>			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	% of FacReps Core Qualified	Number of FacReps Core Qualified ----- Number of FacReps	None specified
DOE-wide	% of FacReps Fully Qualified	Number of Fully Qualified FacReps ----- Number of FacReps	Greater than 75%

<b>FULFILLING THE FACILITY REPRESENTATIVE ROLE</b>			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	% Field Time (FacRep % time spent in the plant/field on plant walkthroughs, surveillances, assessments, etc.)  Overtime/comptime hours count in both the numerator and denominator	Average number of hours spent in the plant/ field this quarter ----- Number of available work hours this quarter*	Greater than 40%  * Denominator only includes number of hours expected by DOE-STD-1063-2000, if the FacRep is a part-time FacRep.
DOE-wide	% Oversight Time (FacRep % time spent performing contractor oversight which includes time in plant/field as above, and procedure reviews at desk, ORPS activities at desk, etc.)  Overtime/comptime hours count in both numerator and denominator	Average number of hours FacReps spend performing contractor oversight this quarter ----- Number of available work hours this quarter*	Greater than 60%  * Denominator only includes number of hours expected by DOE-STD-1063-2000, if the FacRep is a part-time FacRep.

<b>FACILITY REPRESENTATIVE PROGRAM ACCOMPLISHMENTS</b>			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	Accomplishments	Any accomplishments of note during the quarter	None specified