



Department of Energy
Washington, DC 20585

August 28, 2002

MEMORANDUM FOR DISTRIBUTION

FROM: John Evans, Facility Representative Program Manager

A handwritten signature in black ink, appearing to read "John Evans".

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 2002. Data for these indicators are gathered by Field elements quarterly per DOE-STD-1063-2000, *Facility Representatives*, 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.

Overall, the percentage of fully qualified Facility Representatives increased to 80% last quarter, from 78% the previous quarter, and continues to meet the DOE goal of 75%. Facility Representative staffing dropped slightly to 91% from the previous quarter's level of 93%.

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 web site. Should you have any questions or comments on this report, please contact me at 202-586-3887.

Attachments



Facility Representative Program Performance Indicators Quarterly Report
August 28, 2002

Distribution:

Linton Brooks, NA-1	Manager, Albuquerque Operations Office
Robert Card, S-3	Manager, Carlsbad Field Office
Everet Beckner, NA-10	Manager, Chicago Operations Office
Jessie Roberson, EM-1	Manager, Idaho Operations Office
Raymond Orbach, SC-1	Manager, Nevada Operations Office
William Magwood, NE-1	Manager, Oak Ridge Operations Office
Beverly Cook, EH-1	Manager, Oakland Operations Office
James Mangeno, NA-3.6	Manager, Office of River Protection
Greg Rudy, NA-50	Manager, Ohio Field Office
Milton Johnson, SC-3	Manager, Richland Operations Office
	Manager, Rocky Flats Field Office
	Manager, Savannah River Operations Office
	Manager, Savannah River Operations Office (NNSA)
	Manager, Y-12 Site Office

cc:

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Facility Representative Program Performance Indicators (2QCY2002)

Ops Office	Area Office	Staffing per Analysis	FTEs	Actual Staffing	% Staffing	Attrition	% Core Qual	% Full Qual	% Field Time	% Oversight Time *
AL	OASO	15	13	10	67	0	100	60	30	55
AL	OKCSO	4	4	4	100	0	75	75	19	65
AL	OKSO	12	11	8	73	0	75	37	40	67
AL	OLASO	19	19	17	89	1	88	53	44	74
CBFO	FIELD	1	1	1	100	0	100	100	60	65
CH	AAO-E	5	5	5	100	0	100	100	40	60
CH	AAO-W	3	3	3	100	0	100	100	29	61
CH	AMES	1	1	1	100	0	100	100	19	95
CH	BAO	6	6	6	100	0	100	67	20	46
CH	FAO	2	2	2	100	0	50	50	50	80
CH	PAO	1	1	1	100	0	100	100	44	79
ID	OPS	17	17	18	106	1	94	94	39	76
NV	OPS	12	12	10	83	0	100	60	42	62
OAK	OPS	10	10	9	90	0	100	56	37	66
OH	FERN	6	6	6	100	1	83	83	48	64
OH	MEMP	4	4	4	100	0	100	100	44	65
OH	WVDP	2	2	2	100	1	100	100	59	72
OR	EM	20	17	17	85	0	94	76	30	31
OR	NE	5	4	3	60	1	100	75	65	78
OR	ORNL	3	2	2	67	0	100	50	71	82
ORP	FIELD	7	7	7	100	0	100	100	46	73
RF	FIELD	15	15	15	100	1	95	95	55	75
RL	OPS	21	21	20	95	0	100	100	40	64
SR	EM	36	36	36	100	0	97	94	43	86
SR	NNSA	3	3	3	100	0	100	100	49	78
YSO	FIELD	11	9	9	82	1	56	56	45	80
Totals:		241	231	219	91	7	93	80	41	69
DOE Goals:		-	-	-	100	-	-	>75	>40	>60

* % Oversight Time includes % Field Time

Facility Representative (FR) Accomplishments

NNSA Sites

- At OASO, an FR identified a situation where an individual failed to follow the direction of a walker/spotter during a nuclear explosive move. The FR brought this to the attention of M&O contractor management and corrective action has been taken.
- At OKCSO, an FR identified a life safety deficiency and ensured that changes to emergency sheltering plan were implemented.
- At OKSO, FRs and Subject Matter Experts reviewed the removal and transfer of sources from the Low Intensity Cobalt Array from a temporary storage location to a safer storage location at the Gamma Irradiation Facility. Several improvements in radiation control, hoisting & rigging, transportation, security, and other areas contributed to improving the safety of the transfer.
- At LLNL, the Site 300 FR initiated and followed through on efforts to obtain approval for the control burn of 1,400 acres at risk. In the wildfire season, this is an important safety effort. The FR participated in the burn activities throughout the operation. FRs also provided support to a team from the Office of Independent Oversight and Performance Assessment (OA) during a recent assessment.
- At SR-NNSA, an FR participated on a Type A accident investigation concerning a serious injury to a subcontract construction employee working at the Tritium Extraction Facility. A detailed assessment by the FRs of the management and implementation of the TSR Surveillance Requirements program revealed several major deficiencies, which resulted in a reportable occurrence.
- At YSO, FRs noted several operational and facility condition problems in the beryllium-machining facility. Problems included incomplete personnel protective equipment, incomplete air samples, and inadequate post-work showering facilities. The effort significantly improved working conditions and compliance.

EM Sites

- At ID, FRs conducting a review of contractor-prepared hazard analysis documentation identified an overly conservative approach in the application of hazard categorization of a non-nuclear industrial activity. The determination resulted in lowering the hazard category from high to low, and significantly reduced the costs associated with developing safety basis documentation and prevented unnecessary schedule delays.
- At OH-MEMP, an FR issued a verbal stop work order for an imminent danger regarding an excavation near a building. The depth exceeded 5 feet where the worker was standing and the sides were not sloped as required for the type of soil. Worked continued after the sides were properly sloped back.
- At OH-WVDP, FRs provided oversight of the Waste Tank Farm Permanent Ventilation System evolutions, which included removal and replacement of all of the moisture separators, roughing filters, and high-efficiency particulate air filters in both trains. An FR participated in the readiness assessment for the General Purpose Cell Decontamination and Decommissioning.
- At ORO-EM, FRs are continuing their support to upgrade and improve safety basis documentation, in response to issues raised recently by the Defense Nuclear Facilities Safety Board.
- At ORP, an FR found that the contractor had lost control of the position of a tank ventilation valve that was required to be open by the safety basis. This occurred after maintenance activities modified the valve handle. The valve was determined to be closed, but the handle indicated that it was open. Also, an FR found significant programmatic failures in the contractor's implementation of a TSR for tank dome loading.
- At RL, an FR identified that the Spent Nuclear Fuel project did not review and revise job hazard analyses when operating procedures and processes are modified. An FR contributed to improved response to personnel contamination events by ensuring multiple occurrence reports were evaluated in an integrated and comprehensive manner.
- At SRS, an FR completed a two-month detail supporting the Oak Ridge Operations Office in reviewing and approving safety basis documentation. The same FR was also a member of an assessment team that reviewed the Oak Ridge Operations Office FR program. Another FR participated on a team that performed a triennial review of the Oak Ridge National Laboratory FR program. FRs from Ohio, Savannah River, Rocky Flats, Idaho, Chicago, Hanford, Los Alamos, Pantex, and Nevada are participating on the Occurrence Reporting and Processing Working Group.

SC Sites

- At AAO-E FRs participated on ANL-E's Accelerator Safety Review Committee review of the Van De Graaf generator. An FR also participated in developing a corrective action plan to resolve issues identified in an inspection by the Office of Independent Oversight and Performance Assurance.
- At BAO, an FR reviewed and provided significant input into efforts to update facility safety documentation that ensures a facility is in compliance with accelerator and nuclear safety requirements. FRs participated in DOE/CH-funded maintenance training and participated in reviews of BNL safety class and safety significant structures, systems, and component documentation.
- At AAO-W, FRs identified and worked with the contractor to resolve numerous deficiencies in the electrical safety program and in the performance of routine inspection of fire barriers, fire dampers, and fire doors.

Description of Facility Representative Program Performance Indicators

STAFFING			
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

TRAINING AND QUALIFICATION			
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%

FULFILLING THE FACILITY REPRESENTATIVE ROLE			
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.

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