



Department of Energy

Washington, DC 20585

September 10, 2003

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

Attached is the Facility Representative Program Performance Indicators (PIs) Quarterly Report covering the period from April to June 2003. 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.

A total of 13 Facility Representatives transferred to other positions during the quarter. Five of these accepted Facility Representative positions at other sites. Of the 8 that left the program, 1 received a promotion and 7 accepted lateral positions. All of these eight remained with DOE in technical or program management positions.

The percentage of Facility Representatives who are fully qualified reached 93% across DOE. In NE the percentage is 95%, in EM the percentage is 94%, in NNSA the percentage is 90% and in SC the percentage is 90%. All are above the DOE goal of 75%.

Current Facility Representative information and past quarterly performance indicator reports are accessible via the Internet. Should you have any questions or comments on this report, please contact me at 202-586-3887.

Attachment



Facility Representative Program Performance Indicators Quarterly Report
September 10, 2003

Distribution:

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Raymond Orbach, SC-1	Manager, Los Alamos Site Office
William Magwood, NE-1	Manager, Nevada Site Office
James Mangeno, NA-3.6	Manager, Oak Ridge Operations Office
Milton Johnson, SC-3	Manager, Office of River Protection
	Manager, Ohio Field Office
	Manager, Pantex Site Office
	Manager, Richland Operations Office
	Manager, Rocky Flats Field Office
	Manager, Sandia Site Office
	Manager, Savannah River Operations Office
	Manager, Savannah River Site Office (NNSA)
	Manager, Y-12 Site Office

cc:

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ENVIRONMENTAL MANAGEMENT SITES

Facility Representative Program Performance Indicators (2QCY2003)

<u>Field or Ops Office</u>	<u>Staffing Analysis</u>	<u>FTE Level</u>	<u>Actual Staffing</u>	<u>% Staffing</u>	<u>Attrition</u>	<u>% Core Qualified</u>	<u>% Fully Qualified</u>	<u>% Field Time *</u>	<u>% Oversight Time **</u>
Carlsbad	1	1	1	100	0	100	100	60	65
Oak Ridge (EM)	20	17	17	100	1	88	88	40	50
OH/Fernald	6	6	6	100	0	100	100	45	70
OH/Miamisburg	4	4	4	100	0	100	100	46	67
OH/West Valley	2	2	2	100	0	100	100	20	57
Richland	19	19	19	100	0	95	95	38	65
River Protection	11	11	9	82	0	78	78	51	75
Rocky Flats	14	14	10	71	4	100	100	65	75
Savannah River	35	35	32	91	1	100	97	45	86
EM Totals	112	109	100	89	6	95	94	45	71
DOE GOALS	-	-	-	100	-	-	>75	>40	>60

* % Field Time is defined as the number of hours spent in the plant/field divided by the total available work hours in the quarter. The total available work hours is the actual number of hours a Facility Representative works in a calendar quarter, including overtime hours. It does not include leave time (sick, annual, or other) or holidays.

** % Oversight Time includes % Field Time

EM Facility Representative (FR) Highlights:

- At Oak Ridge (EM), two new FRs were added to the staff. One was a former FR from Rocky Flats and the other was an SME from Oak Ridge Operations Office.
- At OH/Fernald, FRs performed a number of field assessments focusing on suspect bolts, hoisting & rigging, full protection, and PPE. All items identified have been corrected.
- At OH/Miamisburg, an FR standardized the practices of closing drums by the end of the day shift to avoid potential off-gassing of tritium, and placing drums that may be off-gassing in front of fume hoods when not being filled to prevent high alarms and potential uptakes.
- At OH/West Valley, the second of two FRs completed the newly developed site wide qualification. Also, during back shift coverage, an FR observed preparations for the WVDP Quarterly Power Outage Test, the associated pre-job briefing, the entire outage test and the debriefing meeting.
- At Richland, an FR identified significant issues related to the startup, engineering, and safety basis for the Sludge Water System. These efforts have identified systemic issues and the evaluation has directly identified three USQ conditions, two potentially inadequate safety analysis items, and a number of other issues that require resolution prior to startup. This resulted in contractor identification of multiple broader scope issues. Also, two PFP FRs teamed with the RL criticality safety program manager to develop a document titled, "Criticality Safety Lessons Learned in a D&D Environment." The document is designed as a reference guide for facility and project managers responsible for D&D in facilities containing significant inventories of fissionable material.
- At River Protection, the planned FR staffing level was increased from 7 to 11 to ensure an adequate number of qualified FRs are available for construction, startup, and operation of the new waste treatment plant, and due to the increased work activities related to tank closures. Also, an FR discovered and stopped workers who were using a large hydraulic press that was balanced on a shipping pallet. The press was very top heavy, and a slight movement (1/2 inch) could have caused the press to tip over onto the workers.
- At Savannah River, an FR participated in an ISMS Phase I and II review of Bechtel Jacobs Co. EM operations at Oak Ridge. Also, FRs observed that several TRU Pads posted as radiation areas with maximum whole body doses up to 83 mrem/hr and extremity doses up to 250 mrem/hr. These areas were entered on a daily basis with no status board or surveys posted at the entrances to alert personnel of where the "hot spots" were located in order to minimize their radiation exposure. Actions were taken to remedy this problem.

NATIONAL NUCLEAR SECURITY ADMINISTRATION SITES

Facility Representative Program Performance Indicators (2QCY2003)

<u>Site Office</u>	<u>Staffing Analysis</u>	<u>FTE Level</u>	<u>Actual Staffing</u>	<u>% Staffing</u>	<u>Attrition</u>	<u>% Core Qualified</u>	<u>% Fully Qualified</u>	<u>% Field Time *</u>	<u>% Oversight Time **</u>
Kansas City	2	2	2	100	2	50	50	15	60
Livermore	10	10	9	90	0	100	89	37	66
Los Alamos	13	14	13	100	1	100	92	43	74
Nevada	9	9	9	100	0	100	100	40	65
Pantex	15	9	9	60	0	100	100	42	73
Sandia	12	8	5	63	2	100	80	27	59
Savannah River	3	3	2	67	1	100	100	38	77
Y-12	11	9	9	82	0	89	78	47	78
NNSA Totals	75	64	58	77	6	97	90	40	70
DOE GOALS	-	-	-	100	-	-	>75	>40	>60

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NNSA Facility Representative (FR) Highlights:

- At Kansas City, the FR program is being discontinued. Two FRs were transferred to lateral positions within the site office. The remaining two FRs are expected to be reassigned by December 2003. Federal personnel from the Office of Safety and Security will provide operational oversight.
- At Livermore, FRs worked closely with the Contained Firing Facility staff to accomplish a major series of important explosive tests that involved beryllium and toxic materials controls. The FRs participated in the planning of operations and hazard control development and assisted with innovative proposals to accomplish the mission safely and more efficiently. Also, FRs participated in numerous reviews of Documented Safety Analyses for several facilities, including the tritium facility and the Plutonium Facility.
- At Los Alamos, FRs participated in the FR Program Triennial Self-Assessment. The LASO FR Program was determined to be satisfactorily implemented. LASO management is currently reviewing the report for identification of corrective actions to be implemented for continuing improvement.
- At Los Alamos, an FR identified stored legacy weapon test assemblies that pose both serious safety and security risks. These assemblies were used in various environmental tests for weapon systems, and then stored with no disposition path. They include high explosives assembled with nuclear materials and have no further programmatic purpose. The FR is working with LANL management to ensure timely and safe disposition.
- At Nevada, the FR for Off-Site Facilities and the Director of the FR Program completed full qualifications.
- At Pantex, FRs led and participated in the B-61 Command Disablement Readiness Assessment and the B83 Mod 1 Rebuild Readiness Assessment. Also, two FRs completed final qualifications, making all PXSO FRs fully qualified.
- At Sandia, two FRs assisted the SSO Project Management Organization with the 50% Title II Design Review of the SNL Test Capabilities Revitalization and Aerial Cable Test Facilities. Also, the FR Team completed revisions to ~60% of their FR procedures.
- At Y-12, during an assessment of an infrequently reviewed operation, an FR noted inaccuracies in the operating procedures such that it was no longer workable as written. These inaccuracies had gone undetected and unaddressed by contractors during the past 10 years of operation. Follow-up activities to this assessment revealed another operating procedure (for a similar piece of equipment in the same area) that was also unworkable as written due to other types of procedural inaccuracies. Both procedures were immediately corrected and the generic implications are being reviewed.

OFFICE OF SCIENCE SITES

Facility Representative Program Performance Indicators (2QCY2003)

<u>Area/Ops Office</u>	<u>Staffing Analysis</u>	<u>FTE Level</u>	<u>Actual Staffing</u>	<u>% Staffing</u>	<u>Attrition</u>	<u>% Core Qualified</u>	<u>% Fully Qualified</u>	<u>% Field Time *</u>	<u>% Oversight Time **</u>
Ames	1	1	1	100	0	100	100	28	67
Argonne-East	5	5	5	100	0	100	100	28	100
Argonne-West	3	3	3	100	0	100	67	29	62
Brookhaven	6	6	6	100	0	100	100	39	82
Fermi	2	2	2	100	0	100	50	39	88
Oak Ridge (ORNL)	3	2	2	67	0	100	100	66	79
Princeton	1	1	1	100	0	100	100	50	72
SC Site Totals	21	20	20	95	0	100	90	37	83
DOE GOALS	-	-	-	100	-	-	>75	>40	>60

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SC Facility Representative (FR) Highlights:

- At Argonne-West, FRs observed that a large opening in a breaker panel after the breaker had been removed. The opening provided potential access to energized bus bars in the panel and represented a significant risk to workers in the area. Based on the FR observations, an exclusion area was established.
- At Argonne-West, a FR ensured that quarterly inspections are performed and documented as required in a satellite accumulation area. The FR observed in several SAA logbooks that required quarterly inspections had been missed.
- At Brookhaven, an FR returned to DOE following a one-year leave of absence to attain a Masters of Public Health Degree from the Harvard University School of Public Health.
- At Brookhaven, two FRs participated in the Accelerator Readiness Review for commissioning the new EbcO Inc. accelerator. The accelerator will produce isotopes for the Brookhaven National Laboratory Positron Emission Tomography Facility.

OFFICE OF NUCLEAR ENERGY, SCIENCE AND TECHNOLOGY SITES

Facility Representative Program Performance Indicators (2QCY2003)

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Idaho	19	19	18	95	1	100	100	42	79
Oak Ridge (NE facilities)	5	5	4	80	0	100	75	62	72
NE Totals	24	24	22	92	1	100	95	46	78
DOE GOALS	-	-	-	100	-	-	>75	>40	>60

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NE Facility Representative (FR) Highlights:

- At Idaho, an FR transferred to a Facility Representative position at Argonne Area Office – West. A senior program manager at ID was selected to qualify as a replacement. One FR vacancy remains open in the Waste Management Operations Division.