



Department of Energy
National Nuclear Security Administration
Service Center
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JUN 02 2009

MEMORANDUM FOR: Distribution

FROM: 
Karen L. Boardman, Chairperson, Federal Technical Capability Panel

SUBJECT: Approval of the U.S. Department of Energy (DOE) Calendar Year 2008
Annual Report - 09-NA SC-008

This memorandum forwards DOE Calendar Year 2008 Annual Report, which has been approved for publication and distribution.

Attachments

cc w/attachments:

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Manager, Sandia Site Office (SSO)
Manager, Savannah River Operations Office (SR)
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U.S. Department of Energy
Federal Technical Capability Program

Calendar Year 2008
Annual Report

May 2009

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Executive Summary

The U.S. Department of Energy (DOE) is committed to ensuring employees are trained and technically capable of performing their duties. In pursuit of this objective, the Secretary of Energy issued DOE Policy 426.1, Federal Technical Capability Policy for Defense Nuclear Facilities, to institutionalize the Federal Technical Capability Program (FTCP). The Deputy Secretary established the Federal Technical Capability Panel (Panel) to oversee the implementation of the FTCP, recognizing that corporate leadership and line management ownership are essential to successful program implementation. The Panel consists of senior managers designated as Agents to represent DOE Headquarters (HQ) and Field Elements with defense nuclear facility responsibilities, including the National Nuclear Security Administration (NNSA). In the absence of the Deputy Secretary, the Panel herein submits a report to the Secretary of Energy which summarizes the actions taken over the past year to ensure organizations maintain the critical technical capabilities needed for the safe operation of defense nuclear facilities.



Karen L. Boardman, Chairperson
Federal Technical Capability Panel

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**U.S. Department of Energy
Federal Technical Capability Program
Calendar Year 2008 Annual Report**

1.0 Purpose and Scope

The Federal Technical Capability Panel (Panel) is responsible for managing the Federal Technical Capability Program (FTCP), which includes overseeing the Technical Qualification Program (TQP). The TQP includes the Safety System Oversight (SSO) Program; the Facility Representative (FR) Program; and the Senior Technical Safety Manager (STSM) Program and other critical technical skills, such as nuclear safety, nuclear explosive safety, electrical systems and safety oversight, safety software quality assurance, civil/structural engineering, fire protection engineering, and criticality safety. As part of its ongoing mission, the Panel ensures Offices conduct annual workforce analyses and develop staffing plans that identify those critical technical capabilities and positions needed to ensure safe operations at defense nuclear facilities.

2.0 2008 Accomplishments

The DOE is committed to ensuring that employees are trained and technically capable of performing their duties. In pursuit of this objective, the FTCP was established with the recognition that corporate leadership and line management ownership are essential to successfully implementing a program to recruit, develop, deploy, and retain technical capability at defense nuclear facilities. The Panel consists of senior personnel, designated as Agents, to represent DOE Headquarters and Field Elements with defense nuclear facility responsibilities, including the National Nuclear Security Administration (NNSA). The Panel Chairperson reports to the Deputy Secretary and is responsible for overseeing the TQP. The Panel conducts periodic assessments of the effectiveness of the FTCP using internal and independent experts, and provides recommendations to senior Department officials regarding DOE technical capabilities.

The Department's vision described in the Implementation Plan in response to Defense Nuclear Facilities Safety Board (DNFSB or Board) Recommendation 2004-1, *Oversight of Complex, High-Hazard Nuclear Operations*, (2004-1 IP) is for its technical personnel to be recognized among all federal agencies for the excellence of its federal staff. Commitment 13 of that Implementation Plan states that the Panel will "...develop corrective actions to improve recruiting, developing, training, qualifying, maintaining proficiency, and retaining technical personnel, as well as FTCP effectiveness. The Corrective Action Plan (CAP) will include a prioritized list of key positions that should be filled to enhance safety." The DOE FTCP CAP actions were completed in March 2009, and have been provided to the DNFSB.

Enhancements to technical capabilities as a result of FTCP efforts in 2008 included:

- **Workforce Analysis.** The Workforce Analysis for NNSA, Environmental Management (EM), Health, Safety and Security (HSS), and Headquarters offices was updated. Staffing plans in NNSA, EM, and HSS detailing actions to be taken were developed. A summary of the results is presented in Section 3.0.
- **Functional Area Qualification Standards (FAQS).** The FAQS for Mechanical Systems was updated and reissued. New FAQS for Weapons Quality Assurance and for NNSA Package Certification Engineers were approved. A revision to the Criticality Safety FAQS will be issued in 2009. Additional details are provided in Section 4.0.
- **Safety System Oversight (SSO).** Work was initiated on a new technical standard and FAQS for the SSO program. Additional details are provided in Section 5.0.
- **Accreditation Process.** The Sandia Site Office and the NNSA Service Center were accredited in 2008. A pre-certification visit was conducted at the Carlsbad Field Office. One additional location (Livermore Site Office) is scheduled for accreditation in 2009. Additional information is included in Section 7.0.
- **Enhanced National Training Center (NTC) Utilization.** The NTC has continued to provide critical safety and safeguards/security training throughout 2008, including Nuclear Executive Leadership Training (NELT), STSM Overview and Applications Training, SSO Training, etc. Additional details are provided in Section 8.0.
- **Federal Technical Capability Program Manual Update.** To accommodate changes identified by the FTCP and DNFSB Recommendation 2004-1 activities, the FTCP prepared a revision to DOE Manual 426.1-1A, Federal Technical Capability Manual, in 2007. In 2008, in response to changes in the DOE directives program, the Manual revision was converted to DOE Order (O) 426.1X, and a Basis of Requirements document was prepared that explains the reason for each requirement that is included in the Order. The draft DOE O 426.1X was posted in DOE Directives REVCOM in March 2009. Additional details are provided in Section 9.0.
- **Continued Enhancement of the Facility Representative (FR) Program.** The Department continued its efforts to improve FR staffing and training, including expanding the DOE FR Workshop to include a DOE SSO Workshop. Details of these efforts are provided in Section 10.0.

Two meetings of the FTCP agents were conducted on May 14, 2008, and August 26, 2008. The meeting agendas are included on the pages 16 and 17. Additional information is available of the FTCP webpage at <http://www.hss.doe.gov/deprep/ftcp/meeting.asp>.

3.0 Staffing and Qualifications

At the end of December 2008, a total of 1,588 TQP capabilities were required across the DOE/NNSA complex, for which 1,008 were staffed with fully qualified personnel, 391 were staffed by persons on schedule to complete qualification/requalification, and 24 were staffed with personnel overdue to complete qualification/requalification. At the end of the year, 165 capabilities did not have staffing available. The actions needed/being taken to resolve these staffing shortfalls are identified in the Comments column of the quarterly report.

The follow information is included in the Quarterly Reports:

3.1 Number of Capabilities Needed

This column defines the number of required technical capabilities (rather than the number of personnel required, since more than one part-time capability can be accomplished by one person). It complements the annual work force analysis.

3.2 Number of Capabilities Staffed by Onboard, Fully Qualified Personnel

This column identifies the number of required technical capabilities being met by fully qualified personnel.

3.3 Number of Capabilities for Which Onboard Staff are Engaged in Initial Qualification or Are Overdue Either for Initial Qualification or Requalification

This column identifies the number of capabilities for which the required personnel are onboard but are not presently fully qualified.

3.4 Number of Capabilities for Which Onboard Staff Are Overdue to Complete Initial Qualification or Requalification

This column is a subset of Column E. It identifies the number of onboard personnel who are overdue to complete initial qualification or requalification.

3.5 Staffing Shortfall

This column identifies the number of capabilities for which the required personnel are **not** onboard. If this column is other than zero, an explanation of what action is being taken (e.g., recruitment, posting, etc.) or needs to be taken (e.g., funding required) to correct the staffing shortfall is provided.

As sample quarterly report is shown on page 7. In addition to the overall TQP data shown, the actual report includes similar data for STSMs, FRs, SSO, and Nuclear Safety Specialists.

During 2008, several challenges to maintaining adequate technical staffing across the complex continued to exist. These include both acute conditions, such as organizational unit reorganizations, and chronic conditions, including remote site locations (e.g., Carlsbad), retirements, and lack of long-term employment security (e.g., for cleanup projects and new construction projects at several sites). The anticipated increase in commercial nuclear plant design and construction will likely create an additional drain on specialized expertise, such as STSMs, Nuclear Safety Specialists, Fire Protection Engineers, and criticality safety personnel.

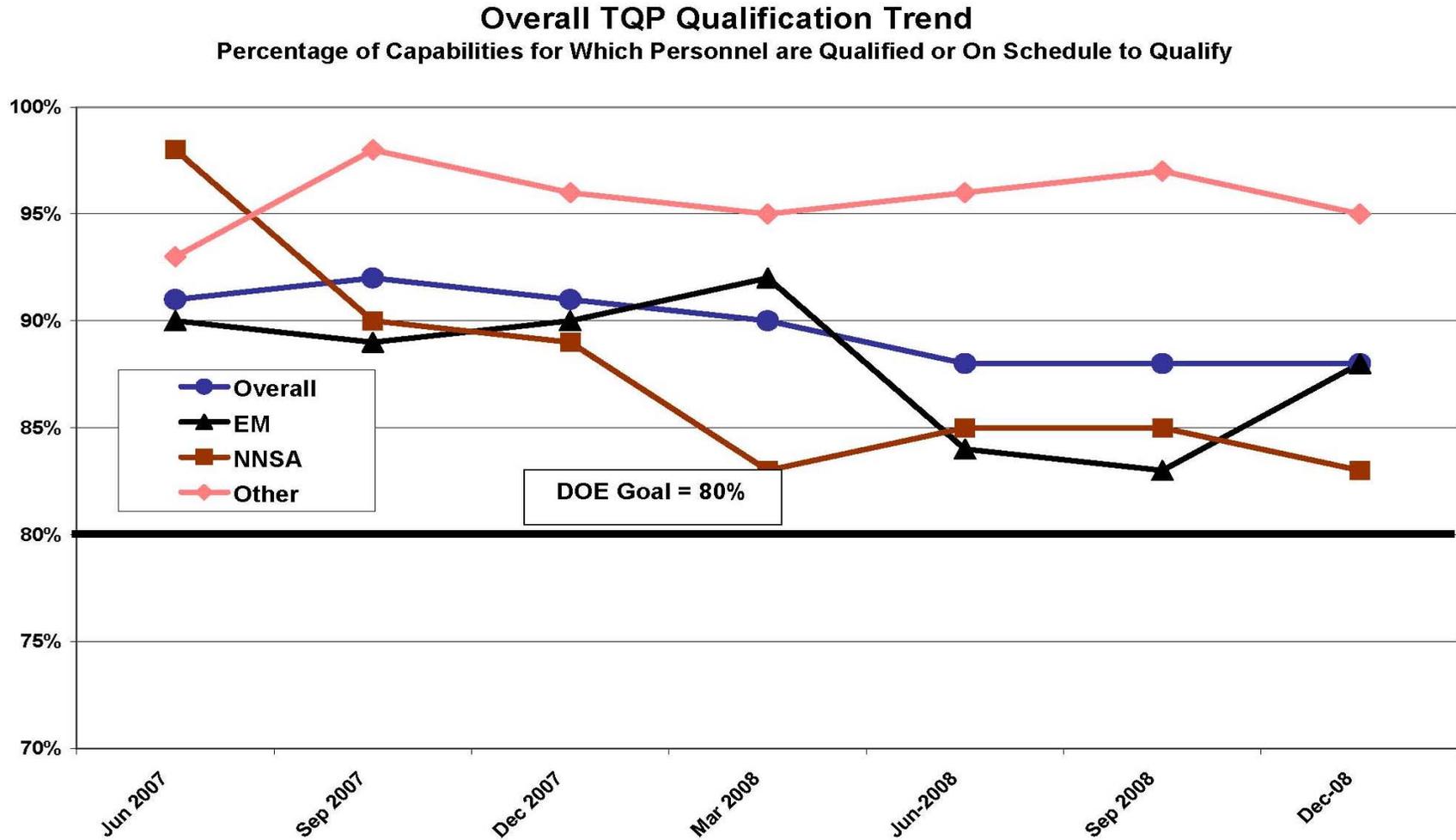
Improving the technical staffing and qualification of the Department has been an important component of the FTCP FY 2009 Operational Plan. Administrative Flexibilities are being analyzed by the DOE Chief Human Capital Office (examples: retention and recruiting initiatives, DOE/NNSA mentoring programs, etc.). The DOE FTCP Chair has evaluated Service Academy Career Conferences for mid-level new hires and supports DOE/NNSA providing local science fair judges and attendees. Additional efforts include the Student Career Employment Program, the NNSA Mid-Level Development Program, and Intern Programs such as the DOE Corporate Intern Program, NNSA Future Leader Program and EM Professional Development Corps.

Selected data from the FY 2009 First Quarter Quarterly Report is shown on the following pages.

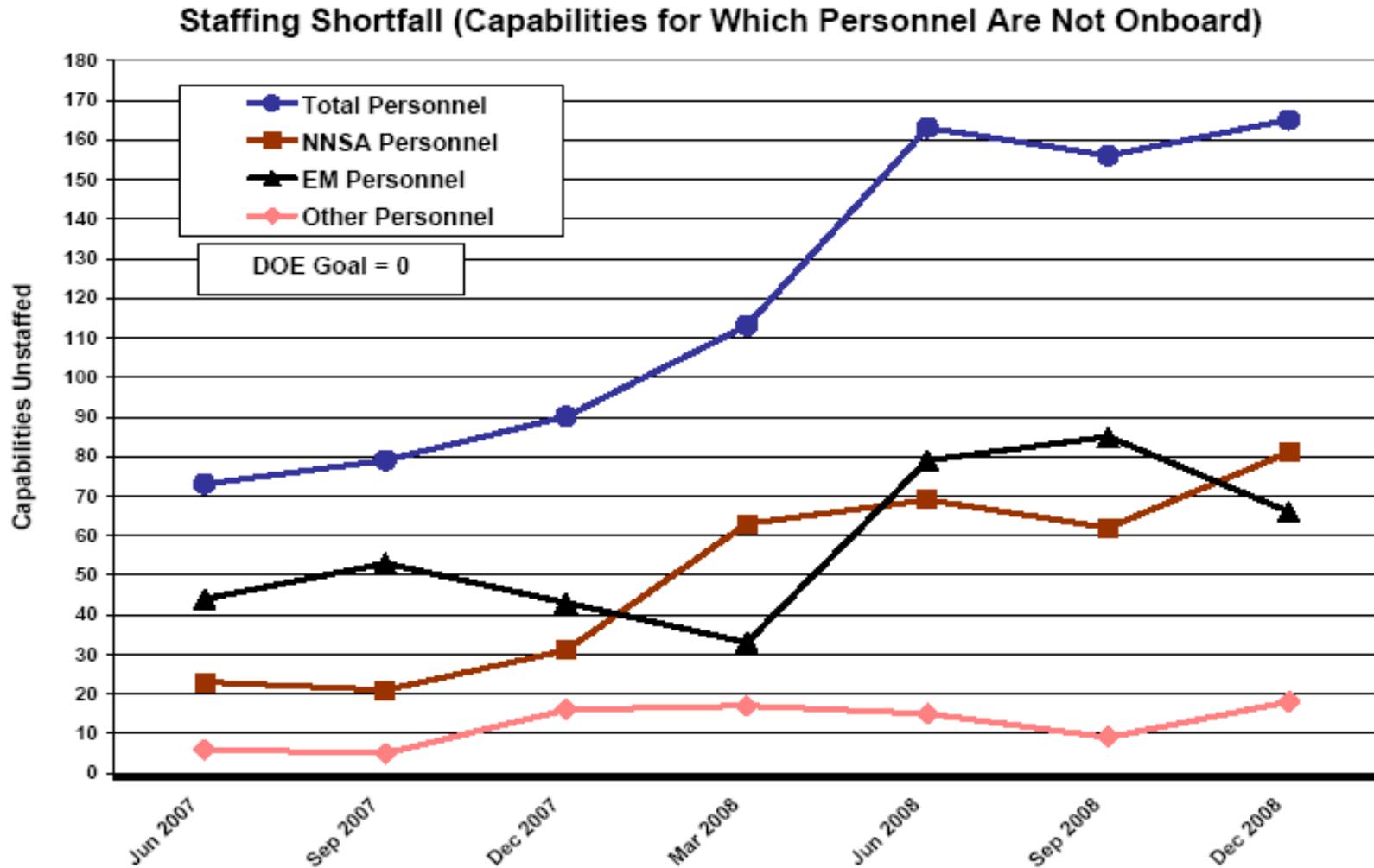
Sample Revised Quarterly Report Data Table

Status of Qualifications in the Technical Qualification Program (TQP)										
December 31, 2008										
Update Frequency: Quarterly										
OVERALL TQP QUALIFICATIONS										
Office	Number of Capabilities Needed (C)	Number of Capabilities Staffed by Onboard, Fully Qualified Personnel (D)	Number of Capabilities for Which Onboard Staff are Engaged in Initial Qualification, or are Overdue Either for Initial Qualification or Requalification (Includes Column F) (E)	Number of Capabilities for Which Onboard Staff are Overdue to Complete Initial Qualification or Requalification (F)	Staffing Shortfall, i.e. Number of Capabilities for Which Personnel are Not Onboard =C-(D+E)	Percentage of Capabilities for Which Staff are Onboard =(D+E)/C	Percentage of Capabilities Staffed by Onboard, Fully Qualified Personnel =D/C	Percentage of Capabilities for Which Onboard Staff are Either Fully Qualified or on Schedule for Qualification =((D+E)-F)/C	Comments	
National Nuclear Security Administration (NNSA)										
Los Alamos Site Office	LASO	121	42	46	3	33	73%	35%	70%	See Note 1.
Livermore Site Office	LSO	50	36	11	1	3	94%	72%	92%	3 vacancies on hold due to hiring freeze.
Nevada Site Office	NSO	75	52	14	0	9	88%	69%	88%	Plan to fill 9 vacancies (2 - STSM, 1 - NS, 1 - SSO, 3 - QA, 1 - S&S, & 1 - Technical Training) by 12-31-09.
Pantex Site Office	PXSO	44	30	8	0	6	86%	68%	86%	1 - FR, 2 - STSM, 1 - SSO, & 2 - NS. See the respective tables for details.
Savannah River Site Office	SRSO	18	12	6	0	0	100%	67%	100%	Staffing shortfall includes 5 vacancies (3 FR and 2 NSS) and other capability requirements provided through NA-SC matrix support or support contractor.
Sandia Site Office	SSO	42	25	7	3	10	76%	60%	69%	Essential Federal Capabilities needed to support UPP Project. Vacancies are due to job transfers and backfills, and will be filled when hiring freeze is lifted.
Y-12 Site Office	YSO	97	72	16	0	9	91%	74%	91%	NNSA hiring freeze in effect. Delinquency resolution is receiving senior management attention.
NNSA Headquarters	NA-HQ	99	43	48	13	8	92%	43%	79%	1 Office of Technical Services Associate Director, 1 Fire Protection Engineer, & 1 Electrical Systems & Safety Oversight position awaiting posting.
NNSA Service Center	NA-SC	43	30	10	0	3	95%	70%	93%	
NNSA Totals		589	342	166	20	81	86%	58%	83%	
Environmental Management (EM)										
Carlsbad Field Office	CBFO	13	10	1	0	2	85%	77%	85%	See FR table.
CBC and OSS&SP Field Personnel	CBC & OSS&SP	32	25	7	0	0	100%	78%	100%	EMCBC, EM Cadre, and field personnel at ANL, BNL, Denver, FCP, GJO/MOAB, OAK, MCP SPRU and JWVDP.
Office of River Protection	ORP	76	42	34	0	0	100%	55%	100%	Technical staff realigned to 2009 staffing plan. In the past 6 months added approximately 20 technical FTEs.
Portsmouth/Paducah Project Office	PPPO	25	17	5	0	3	88%	68%	88%	As of January 2009, PPPO has made an offer for the vacant FR position in Paducah. No selection was made from the most recent selection certificate for the vacant Senior Technical Advisor position. The Portsmouth Site Lead position was posted and SMEs are currently reviewing packages.
Richland Operations Office	RL	77	46	30	0	1	99%	60%	99%	1 new FR reports in February 2009. Expect 1 new Occupational Safety hire in January 2009 for succession planning.
Savannah River Ops. Office	SR	234	145	36	0	53	77%	62%	77%	Shortfalls will be addressed through Merit promotions or DEU announcements.
EM Headquarters	EM-HQ	79	18	54	0	7	91%	29%	91%	Vacancies are being posted.
EM Totals		536	303	167	0	66	86%	57%	88%	
Others										
Health, Safety and Security	HSS	122	99	22	0	1	99%	81%	99%	1 FR position just vacated due to retirement.
Chief Nuclear Safety CTA Staff	CNS	9	5	4	3	0	100%	56%	67%	CNS staff dual quality as STSM and SSO.
Idaho Operations Office	NE-ID	145	120	20	0	5	97%	83%	97%	NE recruiting 1 FTE to fill NS/SSO and 1 FTE for QA. EM recruiting to fill 1 FTE for NS/SSO.
Oak Ridge Office	OR	179	133	34	0	12	93%	74%	93%	Anticipate filling the following positions during FY 2009: 2 - STSMs, 1 - General Engineer, 2 - Lead Safety Basis Reviewers (awaiting ERB approval), 3 - ES&H Team Leaders, 1 - Environmental Scientist, 1 - Health Physicist, 1 - Industrial Security Specialist, and 1 - Personnel Security Specialist.
Office of Science - HQ	SC-HQ	2	1	1	1	0	100%	50%	50%	
Pacific Northwest Site Office (SC)	PNSO	6	5	1	0	0	100%	83%	100%	1 NS and 5 additional SSO support provided by SC Integrated Support Center.
Others Totals		463	363	82	4	18	96%	78%	95%	
DOE Total		1588	1008	415	24	165	90%	63%	88%	
DOE Goals		-	-	-	-	-	-	-	80%	
Notes:										
1. As of 31 December 2008, LASO had an authorized end-strength of 146; 123 personnel actually on-board; and 29 vacancies of which 20 were TQP-related. Presently, all hiring actions are frozen.										

Sample Revised Quarterly Report Overall Qualification Trend Chart

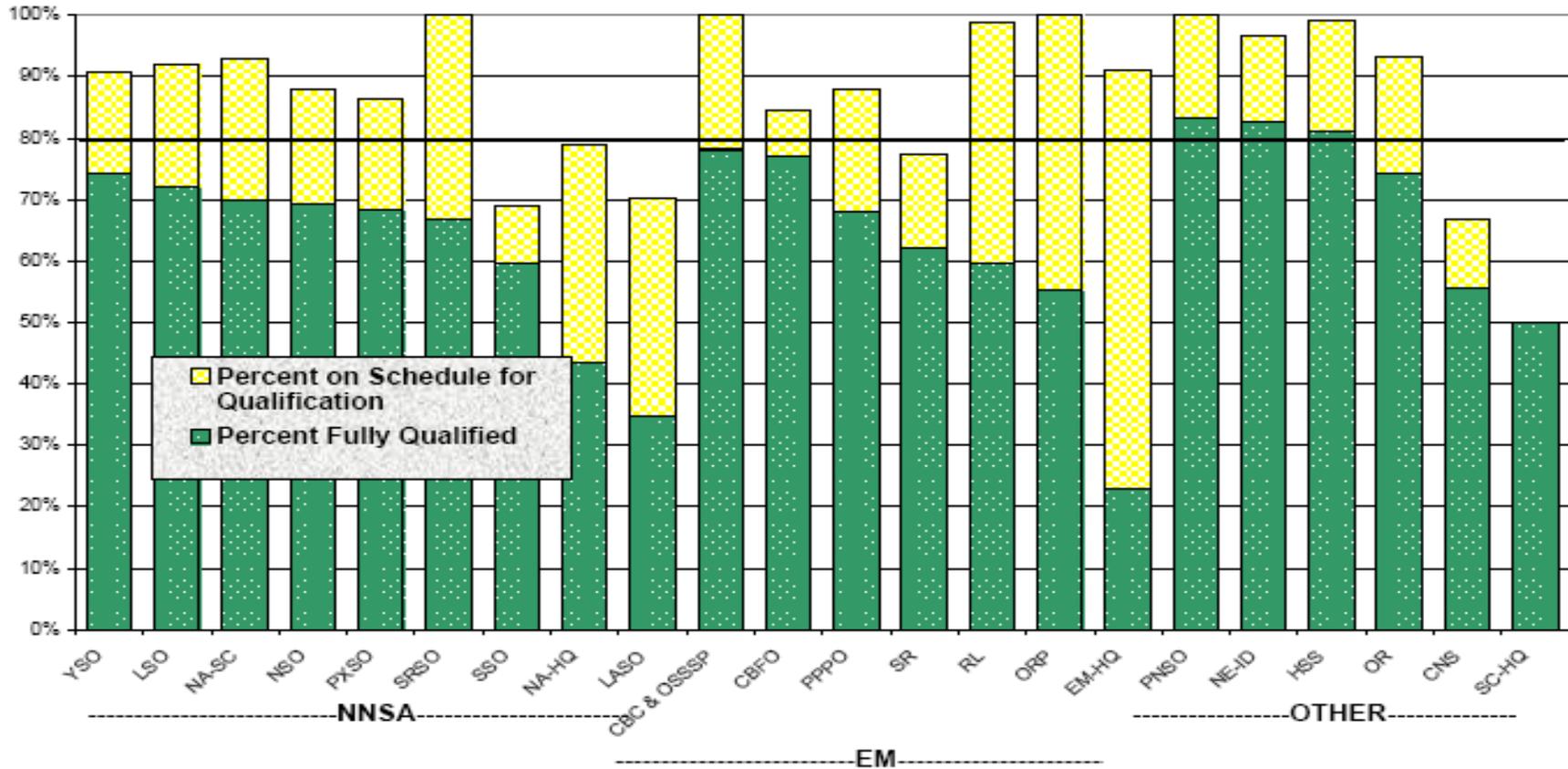


Sample Revised Quarterly Report Staffing Shortfall Trend Chart



Sample Revised Quarterly Report Office Staffing Bar Chart

TQP - Qualified & on Schedule for Qualification by Office - December - 2008
 (Does Not Include 24 Persons Who Are Overdue to Complete Qualification/Requalification)



4.0 Functional Area Qualification Standards

The Department's response to Commitment 11 in the DOE 2004-1 Revision 1 Implementation Plan included the task of developing a process for identifying highly qualified and experienced individuals that would assist the Department in improving its overall technical capabilities. To meet this commitment, DOE selected fifteen highly qualified and experienced personnel to serve as DOE sponsors and alternate sponsors for the five following functional areas: Civil/Structural Engineering (DOE-STD-1182-2004), Criticality Safety (DOE-STD-1173-2003), Fire Protection Engineering (DOE-STD-1137-2000), Nuclear Explosive Safety (DOE-STD-1185-2004), and Safety Software Quality Assurance (DOE-STD-1172-2003). This activity completed the actions identified under Commitment 11. The FTCP website contains a current list of FAQs sponsors and recognized experts.

Commitment 13 in the FTCP CAP, Revision 1, included a requirement to develop a process for identifying Departmental Champions for the core science and engineering FAQs disciplines. A further requirement was to establish a formal process for developing and revising the FAQ Standards, and for ensuring they contain appropriate and adequate qualification and re-qualification requirements.

In 2008, in response to changes in the DOE directives program, the DOE Manual 426.1-1B revision was converted to O 426.1X and a Basis of Requirements document was prepared that explains the reason for each requirement that is included in the Order. This draft Order includes an updated section that describes a systematic approach for the process of developing and revising the FAQs to include appropriate qualification and re-qualification requirements.

During 2008, the FAQs for Mechanical Systems was updated and reissued. New FAQs for Weapons Quality Assurance and NNSA Package Certification Engineers were issued. The development of an NNSA Safety Basis Professional FAQs was deferred until the new NNSA Safety Basis Program and expanded NTC Safety Basis courses can be evaluated. A revision to the Criticality Safety FAQs has been issued in 2009.

Recognizing the importance of integrating security with safety, the FTCP has begun to formalize a program to ensure that security professionals are better integrated into the FTCP. The Safeguards and Security FAQs has been issued and a General Technical Base for Safeguards and Security is being developed. Program Secretarial Office direction to consistently implement these FAQs is planned for designated positions within the nuclear security enterprise. During FY 2009, the DOE security community will develop criteria and make recommendations for consideration of a Senior Technical Security Manager FAQs by the FTCP.

5.0 Safety System Oversight

A Working Group led by the HSS and the FTCP with representatives from the Chief of Nuclear Safety (CNS), the Chief of Defense Nuclear Safety (CDNS), and several field organizations performed an analysis of SSO programs at the Department to look for program improvements. The Working Group met with SSO supervisors and staff from across the DOE complex during the SSO annual workshop in May 2008, to discuss the draft report and, in particular, its conclusions and recommendations.

The Working Group concluded that SSO programs are vital to DOE's oversight of contractors' safety performance and for assuring the safety of DOE nuclear facilities. Site SSO programs are focused on ensuring that the contractor's system engineers are in place and functioning to maintain nuclear facility safety systems capable of preventing and/or mitigating potential accidents. Almost all of the site SSO programs were very mature; however, maintaining adequate staffing was a challenge for many sites. The Working Group found that there were variations in methods for implementing SSO programs, most importantly in the use of a facility-based or system-based approach. The program leaders provided valid reasons for the variations, but further analysis and better documentation of the rationale for the approaches were deemed to be appropriate as the SSO community developed additional program guidance. It was clear from this analysis that the SSO function has to be well-integrated with other oversight personnel, such as the FRs, safety basis reviewers and subject matter experts to operate effectively.

The Working Group determined that SSO programs could be improved complex-wide through clearer program requirements in DOE directives, better support for coordination and sharing of best practices among DOE sites, and better tools for program leaders to develop staffing and qualification plans. The recommendations identified in this report do not call for a major restructuring of the SSO program, but rather some incremental improvements that will support all SSO programs. HSS and the FTCP plan on working with the CDNS, CNS and DOE line management to implement the program improvements listed below. The first step was to establish an SSO program committee/working group to support implementation of these recommendations. The lead organization for implementing each of the recommendations is identified below:

1. HSS: Establish an SSO program committee/working group to increase sharing of best practices and develop products to support SSO programs.
2. HSS: Revise the appropriate directives to include requirements for DOE SSO programs.
3. HSS: Coordinate development of a DOE Technical Standard that defines the SSO program similar to the Standard that defines the FR program and provides guidance for implementing an effective program.
4. FTCP: Develop a formal SSO FAQs.

5. FTCP: Provide additional SSO staffing guidance to identify the number of SSO personnel needed at DOE sites, particularly in light of the various methods used for implementing this responsibility.
6. HSS: Enhance SSO programs by developing review criteria for more detailed evaluations of the safety system design.

6.0 Human Capital Management – DOE University

The Office of Human Capital Management (HC) is in the process of establishing a DOE University which will initially be comprised of existing training and developmental programs within DOE, as well as many other functional areas. The University will be led by a Board of Directors which will be Co-Chaired by the DOE Chief Learning Officer and a rotating SES (two-year term) from a Program Office. The Board of Directors will set policies, direction and priorities for the University. The DOE FTCP Chair will serve as the Director for the College of Technical Qualifications and will be a member of the DOE University Board of Directors, ensuring that the NTC efforts are closely linked to comprise a complementary and holistic program. The NTC will serve as the Center for Excellence responsible for training related to the College of Technical Qualifications.

The DOE University System envisions having a constellation of multiple colleges that focus on learning and development related to specific mission functional areas. In addition to a College of Technical Qualifications, other colleges may include a College of Project Management, College of Acquisition Management, College of Financial Management, etc. The Colleges will provide subject matter expertise for their own curricula/course development. The Colleges will operate within the “university” system. The College Deans will serve on the University Board of Directors.

HC will have the responsibility for managing the University system, centralized training registration, with centralized tracking, reporting, quality assurance, and auditing.

The entire University system will utilize a competency-centric framework. There are four “families” of competency utilized in the framework: Universal competencies, Leadership competencies, Management competencies, and Mission Critical Function (MCF) competencies.

Each college will develop their respective technical MCF competencies. HC will focus on Universal, Leadership, and MCF competencies and cross program MCF competencies and associated training. HC will also assist and facilitate colleges in MCF competency and training course development.

HC is migrating to a new version of the Plateau Learning Management System which has a greatly enhanced competency management functionality. HC is also

sponsoring an E-TQP system being piloted at the NNSA Service Center and Oak Ridge Office. These efforts will assist all DOE in defining the four families of competencies and in aligning learning and development opportunities to the competencies.

7.0 Technical Qualification Program Accreditation

Institutionalizing the voluntary TQP accreditation process was a result of the Department's deliverable for Commitment 13 in the FTCP CAP, Revision 1. Accreditation enables both Headquarters and field organizations in DOE to demonstrate that they have an effective program in place to ensure the technical competency of DOE employees whose duties and responsibilities require them to provide assistance, guidance, direction, oversight, or evaluation of contractor activities that could impact the safe operation of a defense nuclear facility.

In May 2006, the first pilot TQP accreditation was conducted at the Y-12 National Security Complex in Oak Ridge, Tennessee. This resulted in the Y-12 Site Office receiving their TQP accreditation. The Sandia Site Office and the NNSA Service Center were accredited in 2008. A pre-certification visit was conducted at the Carlsbad Field Office. One additional location (LSO) is scheduled for accreditation in 2009.

8.0 National Training Center

The Office of Safety Training Operations has made significant progress in the delivery and development of courses, including hands-on and web-based training, in support of the training needs analysis identified throughout the DOE and NNSA communities.

The Safety Training Program (STP) supports the DOE Technical Professional Career Development Program (TPCDP) in the training, development and qualification activities and initiatives. In support of the TPCDP, the STP provides technical and leadership competency development to improve capabilities to fulfill safety, security and leadership responsibilities within the Department. Major courses are provided to support Nuclear Executive Leadership Training (NELT), Senior Technical Safety Management, Safety System Oversight, Contractor Oversight, General Technical Base, Leadership Development, and Electrical Safety.

In addition, the integration of safety and security to balance safety needs with security requirements has been emphasized and has been a major focus of the STP and other training programs at the NTC to assist in the development and qualification of our technical professionals. The Integrated Safety and Security Training and Evaluation Complex (ISSTEC) provides a facility where "hands on" training can be accomplished.

9.0 Federal Technical Capability Program Manual

A major revision of the FTCP Manual, last updated in 2004, was initiated early in FY 2007. In FY 2008, in response to changes in the DOE directives program, the Manual revision was converted to Order 426.1X, and a Basis of Requirements document was prepared that explains the reason for each requirement that is included in the Order. The Manual revision was the result of the Department's response to Commitment 13 in the FTCP CAP, Revision 1. HSS is the Office of Primary Interest (OPI) for revisions to the FTCP Manual, with significant involvement from HC and the FTCP.

Most notable changes were the following: Institutionalize the workforce analysis process; institutionalize the voluntary site accreditation process; institutionalize the Technical Intern Program; formalize the NELT Program; formalize process for developing or revising FAQs; and formalize the TPCDP. In addition to these changes, the recent Manual revision resulted in a streamlined and more concise description of the FTCP goals and activities.

NOTE: The FTCP Order was posted in RevCom for review and comments on March 10, 2009.

10.0 Facility Representative Program

FRs are highly trained Department employees who provide effective day-to-day oversight of contractor operations at the Department's most hazardous facilities. Approximately 185 FRs around the complex provide oversight of operational activities important to mission accomplishment and worker and public safety. The Department's standard, DOE-STD-1063-2006, *Facility Representatives*, defines the duties, responsibilities and qualifications for Department FRs. The FR program supports Department managers in ensuring that FRs are competent and technically qualified to perform their jobs.

Key components of the program include:

- Complex-wide performance indicator reports provided to the Department's senior managers every quarter since 1999 for evaluation and feedback to improve the program
- Designated FR Steering Committee members and sponsors at each field and major Headquarters program office to serve as management advocates for FRs
- Monthly conference calls of the FR Steering Committee to discuss program development and operational oversight issues
- Annual FR Workshop to promote the sharing of lessons learned from FR programs across the complex

- FR web site <http://www.hss.energy.gov/deprep/facrep> to provide information on the FR program, qualification standards, vacancy announcements, and other useful information for the Department's FRs.

Oversight performed by FRs provides Department line managers with real-time, accurate and objective information on the effectiveness of contractor work performance and practices, including implementation of Integrated Safety Management. The Department's experience has shown that when personnel are dedicated to this function, the information they provide can be used proactively to ensure that work is completed in a safe and environmentally responsible manner. Further, FRs have obtained a strong understanding of the technical, nuclear and hazardous operations needed to successfully perform in positions of increased responsibility throughout the Department.

10.1 FR of the Year

The FR of the Year award is provided annually to an FR who consistently demonstrates exceptional performance and who makes significant contributions to the safe and efficient operation of Department facilities. A total of 12 FRs were nominated for the FR of the Year Award by their field offices. A panel of senior field and Headquarters personnel selects the overall Department winner of the award from the field nominees. The 12 nominees from field offices demonstrated continued strong management support for the program and exceptional performance. The 2007 award was presented to an FR from the Office of River Protection. The 2008 FR of the Year was awarded in 2009 to an employee of the Y-12 Site Office.

10.2 Annual FR Workshop

The 2008 Annual FR Workshop was held in Las Vegas, Nevada, May 13-15, 2008. The purpose of the workshop was to share lessons learned from FRs across the DOE complex and to provide information to assist FRs in carrying out their responsibilities. A total of 145 people attended, representing every major program and field office. Included in the total were 60 FRs, representing nearly one-third of the Department's FR community.

William Ostendorff, the NNSA Principal Deputy Administrator provided the keynote address. He addressed three principal topics: the importance of FR technical competence; the importance of FR "deck plates" presence in their respective facilities; the importance of FRs to senior Departmental leaders and contractor human performance improvement.

In addition, DNFSB member Larry W. Brown provided constructive and insightful remarks on FR qualification and training.

The FR Lessons Learned/Good Practice presentations were a central component of the workshop. This exchange was highly valuable as participants provided

pertinent topics and important lessons learned. A total of 15 FRs provided presentations on operational, technical and programmatic topics.

11.0 Corrective Action Plan

The FTCP CAP, Revision 1 was issued on January 17, 2007. This plan is Deliverable B for Commitment 13 in the Department of Energy (DOE) *Implementation Plan to Improve Oversight of Nuclear Operations*, Revision 2, issued in response to DFNSB Recommendation 2004-1. A copy of the plan is posted on the FTCP website.

NOTE: The FTCP CAP, Revision 2, closed all actions on March 17, 2009.

12.0 2009 Goals Summary

The principal goals established for 2009 are identified in the FTCP FY 2009 Operational Plan. The 2009 goals include: Improving FTCP processes; preserving and enhancing technical capability; and developing competencies. The FY 2009 Operational Plan is posted on the FTCP website. The objectives and actions under each goal provide the road map for success:

12.1 Goal 1 - Improve Processes

Objectives:

- Establish Record Keeping Requirements
- Develop FAQs
- Integrate Safety and Security
- Document and Maintain Processes

12.2 Goal 2 – Preserve and Enhance Technical Capability

Objectives:

- Identify Resource and Organizational Structure Needs to Improve Qualification Consistency and Transportability
- Establish an Effective Mid-Level Recruitment Program
- Investigate Establishing a DOE TQP-like Program

12.3 Goal 3 – Develop Competencies

Objectives:

- Define and Implement Processes to Become DOE-recognized Experts
- Define and Implement Process for Continuous Learning
- Define and Implement Requalification Process
- Focus Training Support on the Needs of TQP

**Federal Technical Capability Panel Face-to-Face Meeting
May 14, 2008
AGENDA**

<u>Time</u>	<u>Topic</u>	<u>Speaker</u>
8:00-8:15am	WELCOME	Steve Mellington, Acting NSO Manager Karen Boardman, FTCP Chair
8:15-8:30am	FTCP 2008 Accomplishments and Goals Update	Karen Boardman
8:30-9:00am	TQP Continuing Training Programs	Frank Russo/Mark Alsdorf
9:00-9:15am	EM Professional Development Corps	Bill Boyce, DOE-EM
9:15-9:30am	Future Leaders Program (NNSA)	Jerry Truax, NNSA
9:30-9:45am	National Training Center Initiatives	Jim Szenasi, NTC
9:45-10:00am	BREAK	
10:00-10:30am	Vision Purchase and Implementation	Tanya Lockett, DOE-OETS
10:30-11:30am	"New Direction in Learning at DOE: and <i>Building a DOE University System</i> "	Jody Hudson, DOE CLO Director, Office of Human Capital Management Innovations and Solutions
11:30am-1:00pm	LUNCH	
1:00-2:00pm	<u>Breakout Sessions</u> FTCP Correction Action Plan Safety System Oversight Working Group Path Forward	Bryson/Todd/Tate (Leads) Jim O'Brien/Earl Hughes (Leads)
2:00-2:30pm	Breakout Sessions Debrief	Group Leads
2:30-3:00pm	TQP Accreditation and Requalification Discussion	Boardman/ Worthington/Ghovanlou
3:00-3:15pm	BREAK	
3:15-3:30pm	FAQS Update, FTCP Manual & TQP Accreditation	Pat Worthington/Ali Ghovanlou
3:30-3:45pm	FAQS for Security Professionals	Winnie Lehman
3:45-4:00pm	DOE CTA/CNS Perspective on Federal T&Q/Technical Capability	Todd Lapointe
4:00-4:30pm	CLOSING	Karen Boardman

Federal Technical Capability Panel Face-to-Face Meeting
Idaho National Laboratory (INL)
Idaho Falls, ID 83415
August 26, 2008
AGENDA

<u>Time</u>	<u>Topic</u>	<u>Speaker</u>
8:00-8:05am	WELCOME	Karen Boardman, FTCP Chair
8:05-8:15am	TQP Continuing Training Programs	Mark Alsdorf
8:15-8:30am	TQP Accreditation Results	Ali Ghovanlou
8:30-8:45am	2009 Operations Plan Overview	Karen Boardman
8:45-10:00am	Breakout Sessions <ul style="list-style-type: none"> ▪ Finalize Objectives ▪ Develop Actions for each Objective <ul style="list-style-type: none"> ○ Action Statement ○ Products ○ End Date ○ Interim Milestones 	All
10:00-10:30am	Report Out	All (Leads)
10:30-11:00am	Select Champions	Karen Boardman