

**U.S. Department of Energy
Nuclear Energy Oak Ridge Site Office**

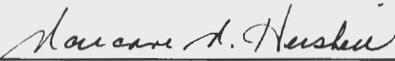


**2012 Annual Workforce Analysis
and
Staffing Plan Report
for
Federal Technical Personnel**

January 2013

CONCURRENCE AND APPROVAL

CONCURRENCE:



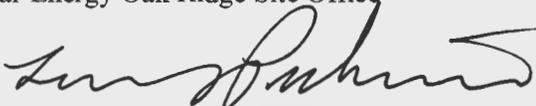
Marianne Heiskell, Lease and Technical Management Branch Chief
Nuclear Energy Oak Ridge Site Office

1/23/13
Date



Randy DeVault, Regulatory Management Branch Chief, NE-ORSO
Nuclear Energy Oak Ridge Site Office

1/23/13
Date



Larry Perkins, Deputy Manager, Nuclear Energy Oak Ridge Site Office

1/23/13
Date

APPROVAL:



J. T. Howell, Manager, Nuclear Energy Oak Ridge Site Office

1/23/13
Date

Table of Contents

Section 1: Current Mission(s) of the Organization and Potential Changes	1
Section 2: Technical Staffing	2
Section 3: Current Shortages and Plans for Filling	4
Section 4: Projected Shortage/Surplus Over Next Five Years	4
Section 5: General Comments or Recommendations Related to the Technical Staffing	4

Annual Workforce Analysis and Staffing Plan Report
As of December 31, 2012
Reporting Office: Nuclear Energy Oak Ridge Site Office

Section One: Current Mission(s) of the Organization and Potential Changes**General**

Based in Oak Ridge, Tennessee, the Department of Energy (DOE) Nuclear Energy Oak Ridge Site Office (NE-ORSO) dates back to World War II when the organization played a major role in the production of enriched uranium for the Manhattan Project. In the 1990's the mission of the Department of Energy Oak Ridge Office Enrichment Facilities Branch was to manage and operate the gaseous diffusion plants at Paducah, Kentucky, and Portsmouth, Ohio. Since 1993, this organization has been responsible for the lease administration and regulatory oversight of these United States Enrichment Corporation (USEC) -leased uranium enrichment facilities. During this timeframe, the organization reported to the Office of Nuclear Energy Headquarters through the Oak Ridge Office. Currently, with the Oak Ridge Office reorganization, NE-ORSO reports directly to Nuclear Energy Headquarters.

While lease administration and regulatory oversight continue to play a vital role, more attention is being directed to maintaining a domestic enrichment capability for defense purposes, as well as, working with the National Nuclear Security Administration regarding nuclear non-proliferation issues and ensuring the security of uranium enrichment technologies. Additionally, NE-ORSO provides cyber security support to the Nuclear Regulatory Commission via a "Work for Others" program to ensure the security of other enrichment technologies and activities under the purview of the Nuclear Regulatory Commission.

NE-ORSO manages a cooperative agreement with USEC that facilitates the deployment of new, cost-effective, advanced enrichment technology on a national scale. This partnership ensures a reliable domestic supply of enriched uranium for the United States Government while developing new methods for enriching uranium.

Specific

The Manager, NE-ORSO current mission is to implement program guidance from the DOE HQ Office of Nuclear Energy, which includes developing and administering plans, procedures and processes associated with uranium enrichment technologies and conversion of underutilized uranium enrichment facilities to alternative uses. Primary responsibilities include, but are not limited to, administering the leases and agreements that are in place between DOE and the USEC to ensure DOE interests are protected with regard to USEC activities at the Paducah (KY) Gaseous Diffusion Plant (PGDP), Portsmouth (OH) Site (PORTS), and the East Tennessee Technology Park (ETTP) (Oak Ridge, TN). This includes providing oversight of USEC's centrifuge development and deployment activities and assisting in the lease of facilities to support the American Centrifuge Plant. It also includes implementation of the Regulatory Oversight Agreement and other agreements that are in place in order to ensure nuclear fuel security. Management and oversight of the PGDP Operability/Viability Assurance Program is also performed which includes the evaluation of production capability and capacity to assure compliance with the June 2002 Agreement between DOE and USEC.

NE-ORSO executes its mission through two Branches which are the Lease and Technical Management Branch and the Regulatory Management Branch. NE-ORSO ensures the principles of Integrated Safety Management are integrated into all activities and all functions are carried out in a manner that protects Government and contractor personnel, as well as the general public from environment, safety and health

hazards arising from the performance of work. Contractor/lease compliance with applicable requirements is ensured through coordination, surveillance, and inspection of activities. In addition, safeguards and security is integrated into all work activities.

Section Two: Technical Staffing

Site Characteristics:

Number of Hazard Category 1, 2, or 3 Nuclear Facilities:

HC 1: NE-ORSO – 0

HC 2: NE-ORSO – 0

HC 3: NE-ORSO – 0

Number of Radiological Facilities: NE-ORSO – 3*

* 3 sites: ETPP Buildings K-1600/101, PORTS – a portion of X-3001, PGDP – multiple facilities

Number of High or Moderate Hazard Non-Nuclear Facilities: NE-ORSO – 0

Number of Low Hazard Non-Nuclear Facilities: NE-ORSO – 11

Number of Documented Safety Analyses: NE-ORSO – 0

Number of Safety Systems: NE-ORSO – 0

Number of Site Contractor Full Time Equivalent (FTEs): 7

Number of Federal Office FTEs: NE-ORSO – 18

Security Facilities: 0

Technical Staffing Summary Table			
Technical Capability	For Facilities		Comments
	Number of FTEs Needed	Number of FTEs Onboard	
Senior Technical Safety Managers	2	2	
Safety System Oversight Personnel	0	0	
Facility Representatives	1	1	
Other Technical Capabilities:	0	0	
Aviation Safety Manager	0	0	
Aviation Safety Officer	0	0	
Chemical Processing	0	0	
Civil/Structural Engineering	0	0	
Construction Mgmt	0	0	
Criticality Safety	0	0	
Deactivation and Decommissioning	0	0	
Electrical Systems	1	1	
Emergency Management	0	0	
Environmental Compliance	0	0	
Environmental Restoration	0	0	
Facility Maintenance Mgmt	1	0	To be completed in 2013
Fire Protection Engineering	1	1	
Industrial Hygiene	0	0	
Instrumentation and Control	0	0	
Mechanical Systems	0	0	
Nuclear Explosive Safety	0	0	
Nuclear Safety Specialist	2	2	
Occupational Safety & Industrial Safety	1	1	
Quality Assurance	0	0	
Radiation Protection	0	0	
Safeguards and Security	2	2	
Safety Software Quality Assurance	0	0	
Technical Program Manager	0	0	
Technical Training	0	0	
Transportation & Traffic Management	0	0	
Waste Management	0	0	
Federal Project Directors	0	0	
TOTAL	11	10	

Section Three: Current Shortages and Plans for Filling Them

NE-ORSO:

With the partially fund USEC demonstration and deployment of Gas Centrifuge Enrichment Technology an additional need for a Project Manager has been identified.

Section Four: Projected Shortage/Surplus Over Next Five Years

NE-ORSO:

There are 9 FTE's in NE-ORSO that are eligible to retire today. Upon notification from an employee of a planned retirement date, actions will continue to be taken to recruit for a backfill.

Section Five: General Comments or Recommendations Related to the Technical Staffing

NE-ORSO:

Historical knowledge and technical capabilities continue to be diminished as a result of loss of personnel through optional retirements, Voluntary Separation Incentive Payments, Voluntary Early Retirement Authorities, etc.