



**Department of Energy**  
Pacific Northwest Site Office  
P.O. Box 350, K9-42  
Richland, Washington 99352

11-PNSO-0090

**DEC 8 2010**

MEMORANDUM FOR K. L. BOARDMAN, CHAIRPERSON  
FEDERAL TECHNICAL CAPABILITY PANEL

FROM:

MICHAEL J. WEIS  
MANAGER

A handwritten signature in black ink, appearing to read "Michael J. Weis".

SUBJECT:

ANALYSIS AND STAFFING PLAN REPORT FOR CY 2010 –  
PACIFIC NORTHWEST SITE OFFICE

In response to your memorandum dated October 28, 2010, attached is the Pacific Northwest Site Office (PNSO) Annual Workforce Analysis and Staffing Plan Report for CY 2010. The subject report was prepared in accordance with your guidance and represents the necessary resources required to provide oversight of the Pacific Northwest National Laboratory Defense Nuclear Facility known as Hanford Building 325.

If you have any questions, please contact me, or you may also contact Roger Christensen, PNSO FTCP Agent, at (509) 372-4900.

Attachment

cc w/ attach:

G. J. Malosh, SC-3

C. L. Sohn, SC-3

**Annual Workforce Analysis and Staffing Plan Report  
as of December 31, 2010  
Reporting Office: Pacific Northwest Site Office**

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

**Current Mission:** As a multi-program national laboratory, the Pacific Northwest National Laboratory performs research and development missions and programs to support the overarching mission of the DOE through efforts in fundamental science, energy and environmental sciences and technologies, and national security. The Laboratory consists of office, laboratory, and support facilities located in Richland, Washington; the Hanford Site; Sequim and Seattle, Washington; Portland, Oregon; and Washington D.C.. The facilities include one Hazard Category 2 nuclear facility (Building 325, also called the Radiochemical Processing Laboratory – RPL), which is located on the Hanford Site (in the 300 Area) along with a number of additional facilities occupied by the Laboratory.

**Potential Changes:** During 2010, several significant life-extension upgrades were completed for the 325 Building, and the DSA was updated to reflect these changes. The upgrades included C-cell cleanout and window replacement, change room upgrades, seismic upgrades, and installation of four new modular hot cells and three new glove boxes. Completion and DOE approval of a Contractor-led Readiness Assessment related to the hot cells and glove boxes, as well as monitoring of implementation of other changes to the DSA, will require increased effort; however, the relative level of technical oversight required for Building 325 is not expected to change in 2010.

**Section Two - SITE CHARACTERISTICS TABLE**

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

HC1 \_\_\_\_\_ HC2 1 (Bldg 325) HC3 \_\_\_\_\_

**Number of Radiological Facilities<sup>1</sup>:** 9 (318, 320, 326, 329, 331, 3410, 3420, 3430, and RTL520)

**Number of High or Moderate Hazard Non-Nuclear Facilities:** 0

**Number of Low Hazard Non-Nuclear Facilities:** 97 (with 22 located outside the Tri-Cities)

**Number of Documented Safety Analyses:** 1 (Bldg 325)

**Number of Safety Systems<sup>2</sup>:** 3 credited safety systems/features requiring SSO oversight

**Number of Site Contractor FTEs:** 4,147

**Number of Federal Office FTEs:** 35

**Notes:**

1. During CY 2011, buildings 320, 326, and 329 will be closed and work transitioned to other buildings, including the new Physical Sciences Facility (PSF) buildings 3410, 3420, and 3430.
2. Credited safety systems/features at the 325 Building requiring SSO oversight include fire and criticality, as well as design features for glove boxes and hot cells (i.e., NPH oversight).

## Section Two – Technical Staffing Summary Table (see Notes below)

Technical Capability	For All Facilities <sup>1</sup>		Comments
	Number of FTEs Needed <sup>1</sup>	Number of FTEs Onboard <sup>1</sup>	
Senior Technical Safety Managers	2*	2*	PNSO currently has 2 qualified STSMs. One STSM is expected to retire January 1, 2011, but will be back filled.
Safety System Oversight Personnel <sup>2</sup>	1.3*	1.3*	1+0.3 SSOs are needed for Defense Nuclear Facility Oversight. PNSO currently has 1 SSO with the remaining SSO support provided by the SC ISC. There are 3 disciplines identified, however this is not a full time assignment for these SMEs. The total need is conservatively 0.3 of an FTE.
Facility Representatives <sup>3</sup>	3.6*	3*	3.6 FTEs are identified in the FR Staffing and Analysis Report. PNSO currently has 3 fully qualified FRs. 1.4 FRs are needed for Defense Nuclear Facility oversight of Building 325.
<b>Other Technical Capabilities:</b>			
Aviation Safety Manager	0	0	
Aviation Safety Officer	0.05	0.05	Currently provided by RL through the SC ISC.
Chemical Processing	0	0	
Civil/Structural Engineering	0.05	0.05	Provided on an as needed basis by SC ISC
Construction Management	0	0	
Criticality Safety	0.1	0.1	Criticality Safety Matrix support provided by an SME from EES CTA staff
Deactivation & Decommissioning	0	0	
Electrical Systems	0.1	0.1	Electrical Safety Matrix support provided by an SME from OR
Emergency Management	0.2	0.2	Provided by PNSO with support from RL. PNSO has an Operational Agreement with RL that includes Emergency Management.
Environmental Compliance	0.4	0.4	Provided by PNSO with as needed support from CH.
Environmental Restoration	0	0	
Facility Maintenance Management	0.1	0.1	Maintenance management SME support provided by OR.
Fire Protection Engineering	0.1	0.1	Fire Protection SME support is being provided by CH.
Industrial Hygiene	0.33	0.33	Provided by PNSO with as needed support from CH.
Instrumentation & Control	0	0	
Mechanical Systems	0.1	0.1	Ventilation and compressed air support provided by OR.
Nuclear Explosive	0	0	
Nuclear Safety Specialist	0.4*	0.4*	Nuclear Safety support provided by CH.
Occupational Safety	0.33	0.33	Provided by PNSO with as needed support from CH.
Quality Assurance	1	1	Provided by PNSO with as needed support from CH.
Radiation Protection	0.33	0.33	Provided by PNSO with as needed support from OR.
Safeguards & Security	1	1	Coordinated by PNSO with support from CH.
Safety Software Quality Assurance	0.05	0.05	Support provided through SC ISC and CNS office
Technical Program Manager	0	0	
Technical training	0.2	0.2	Provided by PNSO with as needed support from OR.
Transportation & Traffic Mgmt	0.1	0.1	Provided by PNSO with as needed support from OR.
Waste Management	0.5	0.5	Provided by PNSO with as needed support from CH.
Federal Project Directors	1.75	1.75	Provided by PNSO

\* Denotes positions and FTEs requiring qualification in accordance with FTCP

**Notes:**

1. These columns identify the number of FTEs needed to perform the Federal Safety Assurance function for your site or office based on potential facility and operational hazards.
2. SSO staffing analysis worksheets may be used in this process. They are posted at: <http://www.hss.energy.gov/deprep/ftcp/>
3. Facility Representative staffing analysis worksheets are posted at: <http://www.hss.energy.gov/deprep/ftcp/>

**Section Three: Current shortages and plans for filling them**

PNSO does not have any current shortages related to oversight of Defense Nuclear Facilities.

**Section Four: Projected shortage/surplus over next five years**

PNSO has not identified any shortages or surpluses in defense nuclear facility oversight over the next five years.

**Section Five: General comments or recommendations related to the Technical Staffing**

PNSO provides comments and recommendations during monthly FTCP conference calls. PNSO has no new comments or recommendations for the FTCP related to technical staffing.