

Annual Workforce Analysis and Staffing Plan Report as of December 31, 2013

Reporting Office: Office of Science - Chicago Office (SC-CH)

SECTION ONE: SITE MISSION(S), OUTLOOK, AND CHARACTERISTICS

1. Provide several bullets that frame the types and magnitude of technical capabilities currently needed for safe operations in your sites hazardous facilities or activities.
 - SC-CH provides technical expertise to the Pacific Northwest Site Office (PNSO) in support of their oversight responsibilities for the Radiochemistry Processing Laboratory (RPL) at Pacific Northwest National Laboratory (PNNL), and for the balance of the Office of Science (SC) facilities and operations at PNNL. The information contained in Section 2 of this template pertains only to supporting PNSO oversight of the PNNL RPL.
 - SC-CH augments PNSO staffing with technical expertise provide by subject matter experts (SME) in the areas of environment, safety and health, safeguards and security, and quality assurance in accordance with the SC Integrated Support Center Service Plan.
 - SC-CH technical expertise is certified in accordance with the SC Technical Qualification Program.
2. Describe any potential or probable changes to the mission that may significantly affect technical staffing needs.
 - No potential or probable changes to the SC mission are anticipated that may significantly affect technical staffing needs.

Site Characteristics

Number and Hazard Category (HC) (per DOE Standard 1027) of NUCLEAR Facilities:

HC1	0	HC2	0	HC3	0	Less than HC3	0
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Number of Documented Safety Analyses: 0

Total Number of Safety Systems credited in Documented Safety Analyses: 0

Number of High or Moderate Hazard NON-NUCLEAR Facilities: 0

Number of Low Hazard NON-NUCLEAR Facilities: 0

Number of Site Contractor FTEs (by Program Office): 0

Number of Federal Office FTEs (by Program Office): 23 FTEs (SC)

SECTION TWO: TECHNICAL STAFFING

Technical Staffing Summary Table (see Notes below)

	For All Facilities ¹		
Technical Capability	Number of FTEs Needed ¹	Number of FTEs Onboard ¹	Comments
Senior Technical Safety Managers	0.05	2	One SME is certified to DOE-STD-1175, one SME is currently pursuing DOE-STD-1175 certification, and one position requiring the DOE-STD-1175 certification is currently vacant with no immediate plans to fill it due to a hiring freeze.
Safety System Oversight Personnel	0.3	1	SSO support for two active safety significant systems and one passive system is provided through SC-CH in support of PNSO oversight of RPL; SC-CH is providing one fire protection engineer, but because of limited technical certifications, SC-CH is acquiring the services of one nuclear engineer (for criticality safety) from EM-HQ, and one civil engineer (for natural phenomenon hazards) from NE-OR; These are not full time assignments, thus conservatively each is set at 0.1 FTE (or collectively a 0.3 FTE); and See the specific entries for these three technical capabilities below as noted.
Facility Representatives	0	0	
Other Technical Capabilities:			
Aviation Safety Manager	0	0	
Aviation Safety Officer	0	0	
Chemical Processing	0	0	
Civil/Structural Engineering	0.05	0	Certified SME support to PNSO is currently not available from within SC-CH and is acquired by SC-CH from NE-OR.
Confinement Ventilation and Process Gas Treatment	0	0	

Construction Management	0	0	
Criticality Safety	0.05	1	Certified SME support to PNSO is currently not available from within SC-CH and is acquired by SC-CH from EM-40; and SC-CH is evaluating the need for a SME to pursue DOE-STD-1173 certification.
Deactivation and Decommissioning	0	0	
Electrical Systems	0	0	
Emergency Management	0	0	
Environmental Compliance	0	0	
Environmental Restoration	0	0	
Facility Maintenance Management	0.05	1	Certified SME support to PNSO is currently not available from SC-CH and is acquired by SC-CH from other DOE/NNSA sources as necessary; and One SC-CH SME is initiating pursuit of certification to DOE-STD-1181.
Fire Protection Engineering	0.05	1	One SC-CH SME is certified to DOE-STD-1137.
Industrial Hygiene	0	0	
Instrumentation and Control	0	0	
Mechanical Systems	0	0	
NNSA Packaging Certifying Engineer	0	0	
Nuclear Explosive	0	0	
Nuclear Safety Specialist	0	0	
Occupational Safety	0	0	
Quality Assurance	0	0	
Radiation Protection	0	0	
Safeguards and Security	0	0	
Safety Software Quality Assurance	0	0	
Technical Program Manager	0	0	

Technical Training	0.05	1	Certified SME support to PNSO is currently not available from within SC-CH and is acquired by SC-CH from SC-OR.
Transportation and Traffic Management	0.05	1	Certified SME support to PNSO is not available from within SC-CH and is acquired by SC-CH from SC-OR; and SC-CH is evaluating the need for a SME to pursue DOE-STD-1155 certification.
Waste Management	0	0	
Weapons Quality Assurance	0	0	
Federal Project Directors ²	0	0	

Notes:

1. The FTEs noted in this column pertain to those provided by SC-CH as needed to augment PNSO staffing for the oversight of the PNNL RPL. Please note that SC-CH performs no Federal Safety Assurance function. That responsibility is held solely by PNSO.
2. This column represents the number of SMEs available from SC-CH to support PNSO oversight of RPL.

Section Three: Current shortages and plans for filling them

List current shortages of technical personnel identified in Section Two, compensatory measures if applicable, actions taken to fill shortages, and schedule for filling shortages. These are all considered to be Defense Nuclear Facility related positions.

- High priority positions to be filled near term using accelerated recruitment/replacement (e.g. relief from hiring freeze)
 - None
- Medium priority positions to be filled using normal recruitment/replacement process
 - SC-CH is evaluating the need for a SME to pursue DOE-STD-1155 certification. At present within SC, packaging and transportation expertise is only available from SC-OR. If this expertise is also established within SC-CH it will be done using existing staff performing in that capacity as a collateral duty. The decision on how to proceed will be made by March 1, 2014. Completion of the DOE-STD-1155 certification will be accomplished within 18 months.
 - To fill SSO roles related to the oversight of the PNNL RPL, SC-CH has been acquiring the services of one nuclear engineer (for criticality safety) from EM-HQ. SC-CH will continue to acquire this expertise in this manner for the time being, but is now evaluating the need for a SME to pursue DOE-STD-1173 certification. If this expertise is established within SC-CH it will be accomplished using existing staff performing in that capacity as a collateral duty. The decision on how to proceed will be made by March 1, 2014. Completion of the DOE-STD-1173 certification will be accomplished within 18 months.

- Other positions to be covered by alternate means (e.g. matrix, support service contractors, other sites, programs or service centers).
 - To fill SSO roles related to the oversight of the PNNL RPL, SC-CH has been acquiring the services of one civil engineer (for natural phenomenon hazards) from NE-OR. At present there are no plans to address the need to establish an SC-CH civil engineer position because of an SC hiring freeze; therefore, SC-CH will continue to acquire this expertise in this manner for the time being. As such SC-CH will continue to rely on NE-OR and/or SC-OR to provide this expertise.
 - Until recently there was no nuclear maintenance management expertise residing in SC; one SC-OR SME completed certification to DOE-STD-1181 in December 2013, and one SC-CH SME is initiating pursuit of certification to DOE-STD-1181. As such this expertise will be accomplished using existing staff performing in that capacity as a collateral duty. The decision on how to proceed will be made by March 1, 2014. Completion of the DOE-STD-1181 certification will be accomplished within 18 months.
 - There is no technical training expertise in SC-CH certified to DOE-STD-1179. SC-CH will continue to rely on SC-OR to provide this expertise.

Section Four: Projected shortage/surplus over next five years

Identify the impact of the changes described in Section One on technical personnel and positions.

- As retirements occur at PNSO, if not allowed to backfill any losses of technical positions, then the onus will fall on SC-CH to provide PNSO more needed expertise for the oversight of the PNNL RPL. SC-CH and other SC sources may for the same reasons also not possess the needed technical expertise. This will force SC-CH to acquire even more expertise from non-SC organizations.
- At present close to 30% of SC-CH technical staff is retirement eligible; during FY17, 50% of the current technical staff will become retirement eligible.

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

- SC-CH has no comments or recommendations related to technical staffing.