

Annual Workforce Analysis and Staffing Plan Report (as of 12/31/14)

Reporting Office: NA-70

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

- Provide several bullets that frame the types and magnitude of technical capabilities currently needed for safe operations in your sites or Program hazardous facilities or activities (non-nuclear and nuclear facilities including radiological facilities).
 1. NA-70 staff members oversee the safeguards and security functions at the NNSA sites and require the S&S FAQs to demonstrate sufficient skills and abilities.
 2. NA-70 staff members provide program reviews and inputs to safeguards and security policy development.
 3. Review Field Office S&S programs.
 4. Analyze S&S vulnerabilities, threats, and protective measures employed to mitigate potential security threats.
- Describe any potential or probable changes to the mission that may significantly affect technical staffing needs.

NA-70 foresees no significant mission changes that would affect technical staffing needs.

Site Characteristics (Sites ONLY)

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

HC1 _____ HC2 _____ HC3 _____ Less than HC3 _____

Number of Documented Safety Analyses: _____

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

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

Number of Low Hazard NON-NUCLEAR Facilities: _____

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

Number of Federal Office FTEs (by Program Office): _____

Sites accountable to multiple Headquarters Program Offices list FTEs by each Office, e.g. Total 22 FTEs (EM - 20, NE - 2).

SECTION TWO: TECHNICAL STAFFING

Complete the Technical Staffing Summary Table as follows for each of the technical capabilities for Defense Nuclear Facilities:

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Technical Staffing Summary Table (see Notes below)

Technical Capability	For All Facilities ¹		Comments
	Number of FTEs Needed ¹	Number of FTEs Onboard ¹	
Senior Technical Safety Managers	1	0	July 2014 retirement. Position will be backfilled.
Safety System Oversight Personnel			
Facility Representatives			
Other Technical Capabilities:			
Aviation Safety Manager			
Aviation Safety Officer			
Chemical Processing			
Civil/Structural Engineering			
Confinement Ventilation and Process Gas Treatment			
Construction Management			
Criticality Safety			
Deactivation & Decommissioning			
Electrical Systems/Safety Oversight			
Emergency Management			
Environmental Compliance			
Environmental Restoration			
Facility Maintenance Mgt			
Fire Protection Engineering			
Industrial Hygiene			
Instrumentation & Control			
Mechanical Systems			
NNSA Packaging Cert. Engineer			
Nuclear Explosive Safety Study			
Nuclear Safety Specialist			
Occupational Safety			
Quality Assurance			
Radiation Protection			
Safeguards & Security	18	18	
Safety Software QA			
Technical Program Manager			
Technical Training			
Transportation & Traffic Mgt			
Waste Management			
Weapons QA			
Federal Project Directors ²			

Notes:

1. These columns identify the number of FTEs needed to perform the Federal Safety Assurance function for your site or office Defense Nuclear Facilities based on potential facility and operational hazards.
2. Federal Project Managers/Directors are not qualified via the Technical Qualification Program, but are qualified in accordance with the Project Management Career Development Program

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.

Prioritize the shortages into three groups as follows, and note Defense Nuclear Facility related positions:

- High priority positions to be filled near term using accelerated recruitment/replacement (e.g. relief from hiring freeze)
 - NA-70 STSM leadership position was vacated in July 2014. Hiring activities are ongoing. Upon hiring, the person will complete the STSM qualification. Until STSM is on board, a senior S&S staff member will fulfill the duties and coordinate with other STSM as necessary.
- Medium priority positions to be filled using normal recruitment/replacement process
- Other positions to be covered by alternate means (e.g., matrix, support service contractors, other sites, programs or service centers). Except for short term assignments, matrix coverage should not rely on technical staff already counted in the table.

Section Four: Projected shortage/surplus over next five years

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

Take into account expected retirements and other anticipated changes.

- Normal attrition is expected with positions being backfilled. Temporary impacts will be managed through cross leveling work assignments.

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

Identify for the FTCP any concerns/issues/recommendations with maintaining technical capabilities for the site or the Department, particularly in light of any significant trends in qualified TQP participants. Identify any current or projected needs for additional Functional Area Qualifications.