Annual Workforce Analysis and Staffing Plan Report
as of December 31, 2014
Reporting Office: Pacific Northwest Site Office

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

1. 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 is comprised of facilities located in Richland, Washington; the Hanford Site; Sequim and Seattle, Washington; Portland, Oregon; and Washington D.C. Operated facilities include:
   - One Category II nuclear facility – Building 325, also called the Radiochemical Processing Laboratory (RPL) – which is located on the Hanford Site, 300 Area, and
   - Six operating radiological facilities.
   - The rest of the laboratory facilities are low hazard non-nuclear facilities.

2. No changes to the mission are anticipated that will significantly affect the technical staffing needs. The level of technical oversight for Building 325 is expected to increase in 2015 due to the need for additional qualified staff to oversee Safety Management Programs at RPL.

Site Characteristics

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

HC1 _____ **HC2** **1** **HC3** _____ **Less than HC3** **6**[1]

Number of Documented Safety Analyses **1**

Total Number of Safety Systems credited in Documented Safety Analyses: **3 (2 active/1 passive)**[2]

Number of High or Moderate Hazard NON-NUCLEAR Facilities: **0 High, 5 Moderate**[1]

Number of Low Hazard NON-NUCLEAR Facilities: **71 (see attached list)** [1]

Number of Site Contractor FTEs (by Program Office): **Approx. 3800**

Number of Federal Office FTEs (by Program Office): **34**

Notes:
1. Includes non-defense facilities
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			
Technical Staffing Summary Table (see Notes below)			
	For All Facilities		
Technical Capability	Number of FTEs Needed[1]	Number of FTEs Onboard[1]	Comments
Senior Technical Safety Manager	2	2	PNSO currently has 2 qualified STSMs.
Safety System Oversight Personnel	0.3	0.3	SSO support for two active safety significant systems and one passive system is provided through the ISC. 3 disciplines are identified. It is not a full time assignment and thus conservatively set at 0.3 FTE.
Facility Representatives	3.7	3	FR staffing analysis conservatively includes non-defense nuclear facilities. Only 1.3 FRs are needed for Defense Nuclear Facility oversight of Building 325, however, all 3 FTEs are qualified and provide support.
Other Technical Capabilities:			
Aviation Safety Manager	0	0	
Aviation Safety Officer	0	0	
Chemical Processing	0	0	
Civil/Structural Engineering[2]	0.05	0.05	Capability support is provided by SC ISC (NE-OR)..
Construction Management	0	0	
Criticality Safety[2]	0.05	0.05	Capability support is provided by EM-40 thru SC ISC
Deactivation & Decommissioning	0	0	
Electrical Systems/SSO	0	0	
Emergency Management[3]	0.05	0	**New:** Capability support was requested through the SC ISC.
Environmental Compliance	0	0	
Environmental Restoration	0	0	
Facility Maintenance Mgmt.	0.05	0.05	Capability support is provided by CH ISC.
Fire Protection Engineering[2]	0.05	0.05	Capability support is provided by CH ISC.
Industrial Hygiene	0	0	
Instrumentation & Control	0	0	
Mechanical Systems	0	0	
Nuclear Explosive Safety	0	0	
Nuclear Safety Specialist	1	1	PNSO has one qualified NSS.
Occupational Safety	0	0	
NNSA Packaging Cert. Engineer	0	0	
Quality Assurance[3]	0.02	0	**New:** Capability support was requested through the SC ISC.
Radiation Protection[3]	0.03	0	**New:** Capability support was requested through the SC ISC.
Safeguards & Security	0	0	
Safety Software QA	0	0	
Technical Program Manager	0	0	
Technical Training	0.05	0.05	Capability support is provided by OR ISC.
Transportation & Traffic Mgmt.	0.05	0.05	Capability support is provided by OR ISC.
Waste Management[3]	0.03	0	**New:** Capability support was requested through the SC ISC.
Weapons QA	0	0	
Total	7.43	6.6	Note 4
Federal Project Directors	0	0	No projected need during CY2015.

Notes:

1 These columns identify the number of FTEs needed to perform the Federal Safety Assurance function based on potential facility and operational hazards. Does not include other qualified staff (e.g., Aviation Safety Officer, Explosives Safety Expert, etc) that provide support of non-defense activities.

2 These positions reflect additional time to support programmatic responsibilities beyond what is captured in the SSO line.

3 These newly identified positions are required to support oversight of B325's DSA Safety Management Programs (SMPs).

4 Difference is due to .7 fewer FR FTEs on board than staffing analysis conservatively recommends. The remaining difference of .13 FTE is being requested through the ISC. To ensure safe operations of the defense nuclear facility a total of 6.73 FTEs is needed.

Section Three: Current shortages and plans for filling them

PNSO currently has Defense Nuclear Facility oversight shortages in the following capability areas: Emergency Management, Quality Assurance, Radiation Protection and Waste Management. PNSO is requesting additional technical support from the Office of Science Integrated Support Centers to support assessments scheduled for CY2015 and/or until PNSO can establish the needed capability. The request for additional resources is documented in PNSO's Fiscal Year (FY) 2015 Matrix Organizational Plan for Environment, Safety, and Health Support.

Section Four: Projected shortage/surplus over next five years

PNSO has identified that at least one Facility Representative is expected to retire within the next 1 year and has been authorized to back fill that position. With the exception of the two STSMs, the other 3 TQP qualified PNSO staff are also eligible to retire within the next 5 years. PNSO intends to develop locally the needed capabilities for Emergency Management, Radiation Protection and Waste Management. Quality Assurance will continue to be provided by the SC ISC.

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

None.

PNNL Building List and Hazard Category

	Building	Property Name	Haz Category
1	CSI1	Coastal Security Institute 1	LH
2	MSL1	Marine Sciences Laboratory 1	LH
3	MSL1W	Marine Sciences Laboratory 1 West	LH
4	MSL2	Marine Sciences Laboratory 2	LH
5	MSL3	Marine Sciences Laboratory 3	LH
6	MSL4	Marine Sciences Laboratory 4	LH
7	MSL5	Marine Sciences Laboratory 5	LH
8	MSL5A	Marine Sciences Laboratory 5A	LH
9	MSL5B	Marine Sciences Laboratory 5B	LH
10	MSL5C	Marine Sciences Laboratory 5C	LH
11	MSL5D	Marine Sciences Laboratory 5D	LH
12	MSL7	Marine Sciences Laboratory 7	LH
13	AUD	Auditorium	LH
14	BIL	Battelle Inhalation Laboratory	LH
15	EDL	Engineering Development Laboratory	LH
16	LSL2	Life Sciences Laboratory II	LH
17	LSL2A	Life Sciences Laboratory IIA	LH
18	MATH	Math Building	LH
19	PSL	Physical Sciences Laboratory	MH
20	ROB	Research Operations Building	LH
21	AML	Atmospheric Measurements Laboratory	LH
22	BRSW	Battelle Receiving and Shipping Warehouse	LH
23	CEL	Chemical Engineering Lab	LH
24	ESB	Engineering Support Building	LH
25	GES	GrouNds Equipment Storage	LH
26	PDLE	Process Development Laboratory East	LH
27	PDLW	Process Development Laboratory West	MH
28	RTL510	Chemical and Flammable Storage	LH
29	RTL520	Research Technology Laboratory 520	<HC3
30	RTL524	Research Technology Laboratory 524	LH
31	RTL530	Radioactive Storage	LH
32	RTL540	Paper Shredder Facility	LH
33	RTL550	Technical Services	LH
34	RTL560	Utility Building	LH
35	RTL570	Autoclave Center	LH
36	RTL580	Crafts Shop	LH
37	RTL590	Warehouse RTL590	LH
38	TSW	Technical Support Warehouse	LH
39	2400STV	2400 & 2410 Stevens	LH
40	Albuquerque	Albuquerque NM Office	LH
41	BSRC	Battelle Seattle Office	LH
42	BWO	Battelle Washington Office	LH
43	ETB	Environmental Technology Building	MH

44	Guesthouse	User Housing Facility	LH
45	ISB1	Information Sciences Building - 1	LH
46	ISB2	Information Sciences Building - 2	LH
47	JGCRI	Joint Global Change Research Institute	LH
48	MBI11	Oregon State Univ Building 11	LH
49	NSB	National Security Building	LH
50	Portland	620 Building	LH
51	POP	Port of Pasco Airport Hanger	LH
52	POS	N. BONNEVILLE	LH
53	POS 2	N. BONNEVILLE	LH
54	RSW	Research Support Warehouse	LH
55	SALK	Salk Building	LH
56	SEF	Innovation Center Building 20	LH
57	SIGMA1	Sigma 1 Office Building	LH
58	SIGMA2	Sigma 2 Office Building	LH
59	APEL	Applied Process Engineering Laboratory	LH
60	BSEL	WSU Building 9513	LH
61	BSF	3310 Biological Sciences Bldg	MH
62	CIC	Consolidated Information Center	LH
63	CSF	3300 Computational Sciences Bldg	LH
64	LSB	3350 Lab Support Bldg	LH
65	EMSL	William R. Wiley - EMSL	MH
66	325 RPL	Radio Chemistry Processing Laboratory	HC2
67	318	Radiological Calibrations Laboratory	<HC3
68	318Trlr4	318 Office Trailer (MO226)	LH
69	331	Life Sciences Lab	<HC3
70	350	Plant Operations & Maintenance Facility	LH
71	350A	Paint Shop	LH
72	350B	Warehouse	LH
73	350C	Storage Building	LH
74	350D	Oil Storage Facility	LH
75	3410	MST	<HC3
76	3420	RDL	<HC3
77	3425	ULB-Deep Lab	LH
78	3430	UTL	<HC3
79	3440	LDL	LH
80	3455	PSF Trailer A	LH
81	3465	PSF Trailer B	LH
82	3475 LSW	LSW	LH