

United States Government**National Nuclear Security Administration (NNSA)****Savannah River Field Office (SRFO)**

Memorandum

DATE: JAN 06 2016

REPLY TO

ATTN OF: NA-00-SV (McAlhany, 803-208-8230)

SUBJECT: Annual Workforce Analysis and Staffing Plan Report

TO: Karen L. Boardman, Federal Technical Capability Panel (FTCP), EA-50

Reference: Memorandum: Annual Workforce Analysis and Staffing Plan Report for Calendar Year 2015

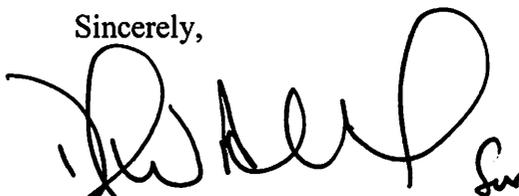
In response to your October 14, 2015 memorandum, we have conducted a staffing analysis for the Savannah River Field Office (SRFO). This analysis was conducted in accordance with the models and guidance provided at the Federal Technical Capability Panel (FTCP) website. We have also completed the attached tables as requested.

As SRFO is co-located on an Environmental Management landlord site, we rely on the Savannah River Operations Office for matrix support for certain functions due to the limited number of NNSA employees within SRFO. We also rely on technical support from the NA-50 organization. This reliance on matrix support is delineated in the Technical Staffing Summary Table.

As the overall NNSA presence grows at the Savannah River Site (SRS), there is a possibility that additional facilities at SRS will be transferred to SRFO. If this occurs, then our staffing needs will have to be re-evaluated and adjusted accordingly.

If you have any questions or comments, please contact me or Karey McAlhany of my staff, at (803) 208-8230.

Sincerely,



Douglas J. Dearolph
Manager

SV:BKM:slw

COR-SRFOCABM-1.5.2016-657557

Attachment: Annual Workforce Analysis
and Staffing Plan Report as of
December 31, 2015

cc w/o attach:
D. Chaney, NA-51

Annual Workforce Analysis and Staffing Plan Report (As of 12/31/15)

Reporting Office: Savannah River Field Office

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

The SRFO supports the NNSA Stockpile Stewardship and Stockpile Evaluation programs through the following core missions:

- Provide tritium and non-Tritium loaded reservoirs to meet Nuclear Weapons Stockpile plan requirements.
- Conduct Stockpile Evaluation Program
- Maintain the capability to extract tritium

There are no known changes to the tritium mission over the next several years which will affect staffing needs.

Site Characteristics (Sites ONLY)

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

HC1 0 **HC2** 5 **HC3** 2 **Less than HC3** 0

Number of Documented Safety Analyses: 2

Total Number of Safety Systems credited in Documented Safety Analyses: 19 Active/14 Passive/11 Specific Admin. Controls

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): 489

Number of Federal Office FTEs (by Program Office): 26

SECTION TWO: TECHNICAL STAFFING

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	3	4	
Safety System Oversight Personnel	1	1	
Facility Representatives	3	3	
Other Technical Capabilities:			
Aviation Safety Manager	0	0	
Aviation Safety Officer	0	0	
Chemical Processing	0	0	
Civil/Structural Engineering	0.1	0	Supported by DOE-SR
Confinement Ventilation and Process Gas Treatment	0	0	
Construction Management	0	0	
Criticality Safety	0	0	
Deactivation & Decommissioning	0	0	
Electrical Systems/Safety Oversight	0.1	0	Supported by SSO function
Emergency Management	0.25	0	Supported by S&S function
Environmental Compliance	0.1	0	Supported by DOE-SR and NA-50
Environmental Restoration	0	0	
Facility Maintenance Mgt	0.1	0	Supported by NA-50
Fire Protection Engineering	0.2	0	Supported by SSO function, DOE-SR and NA-50
Industrial Hygiene	0.1	0	Supported by DOE-SR and NA-50
Instrumentation & Control	0.1	0	Supported by FR function and NA-50
Mechanical Systems	0	0	
NNSA Packaging Cert. Engineer	0.1	0	Supported by OSHA function and NA-50
Nuclear Explosive Safety Study	0	0	
Nuclear Safety Specialist	2	2	
Occupational Safety	0.1	1	Supported by DOE-SR and NA-50
Quality Assurance	0.3	0	Supported by WQA function and NA-50
Radiation Protection	0.1	0	Supported by DOE-SR and NA-50
Safeguards & Security	5	4	SRFO S&S personnel also provide support to MOX Project
Safety Software QA	0.1	0	Supported by WQA function and NA-50
Technical Program Manager	4	3	
Technical Training	0.1	0	Supported by STSM function and DOE-SR
Transportation & Traffic Mgt	0	0	
Waste Management	0	0	
Weapons QA	0.6	1	Supported by NA-12
Federal Project Directors ²	0	0	

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

SRFO currently has two vacancies which are considered to be medium priority positions; one is for a Technical Program Manager and the other is for Safeguards and Security (S&S). A selection for the Technical Program Manager position is pending. The S&S position has not been posted yet.

Section Four: Projected shortage/surplus over next five years

Of the 26 Federal employees currently assigned to SRFO, 19 are designated as TQP positions. Of these 19 FTEs, five are currently eligible for retirement, and an additional four are eligible within the next five years. Of these nine, two are occupying STSM designated positions. The eventual retirement of these nine individuals will result in a significant loss of corporate knowledge for the Field Office.

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

Within the 5-10 year window, an additional four individuals in the TQP will be eligible for retirement. SRFO will need to continue to bring in new employees and pass on as much corporate knowledge as possible as attrition opens up new vacancies.