

[SOE LETTERHEAD]

September 10, 1993

The Honorable John T. Conway
Chairman
Defense Nuclear Facilities Safety Board
625 Indiana Avenue, N.W.
Suite 700
Washington, D.C. 20004

Dear Mr. Conway:

Your letter of August 6, 1993, addressed needed improvements in the Department's implementation of Recommendation 92-2 concerning Facility Representatives at defense nuclear facilities. The Department recognizes that people are our most important resource. We are committed to improving the knowledge, skills, and abilities of our Facility Representatives. Therefore, in response to your letter, the Department has undertaken the following actions:

- The Office of Field Management is responsible for managing the Department's Facility Representative program and will provide the centralized direction and guidance necessary to ensure a consistent approach across the Department.
- The Office of Field Management and the Office of Human Resources and Administration, as part of Item 3 of the Action Plan and as part of the Department's response to Recommendation 93-3, will assist line management in ensuring Facility Representatives are selected based upon identifiable attributes for successful performance.
- The Department has recently issued DOE-STD-1063-93 on the Facility Representative program. The Office of Field Management will review the standard's implementation by line management and facilitate any required improvements.
- The above review by the Office of Field Management will include an assessment of any remaining impediments to a successful Facility Representative program.

Lessons learned in the development of the Facility Representative program are being incorporated into the Implementation Plan for Recommendation 93-3. A revised Action Plan, with specific milestones and commitments, will be forwarded to the Board by September 30, 1993.

Sincerely,

Hazel R. O'Leary