



Department of Energy

Washington, DC 20585

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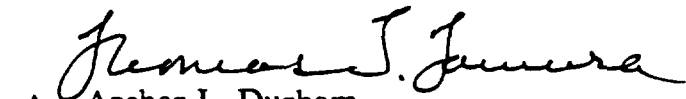
The Honorable John T. Conway
Chairman
Defense Nuclear Facilities Safety Board
625 Indiana Avenue, NW, Suite 700
Washington, DC 20004

Dear Mr. Chairman:

On November 4, 1993, the Department of Energy issued its Implementation Plan for Defense Nuclear Facilities Safety Board Recommendation 93-3, which required the Department to issue quarterly progress reports within 30 days of the end of every calendar quarter. Enclosed is the first Quarterly Report which contains an update of all activities occurring during the quarterly reporting period which ends on March 31, 1994.

Should you have any questions regarding Quarterly Report, please contact Mr. Tom Evans, the Technical Personnel Program Coordinator, on (202) 586-3558.

Sincerely,


Archer L. Durham
Assistant Secretary for
Human Resources and Administration



DNFSB 93-3 & 92-7 IMPLEMENTATION PLAN**FUNCTIONAL AREAS**

- 1. Technical Personnel Organization and Policy - Tom Evans**
 - 1.1 Technical Excellence Policy
 - 1.2 Technical Excellence Executive Committee
 - 1.3 Establish TPPC
 - 5.5 Establish Technical Personnel Coordinating Committee

- 2. Recruitment Initiatives - Anita Sciacca**
 - 2.1 Excepted Service
 - 2.2 Administrative processes
 - 2.3 Technical intern program - Thomasina Mathews
 - 2.4 Near-term recruitment strategy

- 3. Succession Planning and Career Path Development - Anita Sciacca**
 - 3.3 Succession planning and career path development program

- 4. Education Programs -**
 - 3.1 Graduate technical education programs
 - 3.2 Performance indicators and appraisal elements related to education

- 5. M&O Contractor Training and Qualification - Nick Delaplane**
 - 5.1 TIMs status, schedule for implementation, and approval
 - 5.2 TPAP status and reporting
 - 5.3 Revise DOE Order 5480.18A
 - 5.4 Revise DOE Order 5480.20
 - 5.6 Organization of contractor training units
 - 5.7 Guidance for contracting officers regarding T&Q initiatives

6. **Oversight of Training and Qualification Programs - Terry Frizzell**
 - 1.4 Departmental policy on roles and responsibilities
 - 4.1.1 Program and process for evaluation of contractor T&Q
 - 4.1.2 T&Q requirements for Feds performing contractor T&Q evaluation

7. **Training Organization, Administration and Infrastructure - Billy McCormick**
 - 1.5 Policy and Guidance on training organization and infrastructure - J. Padilla
 - 4.1.3 T&Q requirements for Fed trainers
 - 5.8 Expand and enhance training assistance teams - Ray Hardwick

8. **Technical Employee Qualification Programs - Billy McCormick**
 - 4.2.1 Upgraded IDP program - Fariy White
 - 4.4.1 Guidance for development and implementation of qual standards-E. Erichsen
 - 4.4.2 Development of technical base qualification standards
 - 4.4.3 Development of Departmental position qualification standards
 - 4.4.4 Development of site-specific position qualification standards
 - 4.7 Upgraded performance appraisal standards related to quals - Anita Sciacca

9. **Technical Training Programs and Process - Billy McCormick**
 - 4.2.2 Identification of current training - George Kachadorian
 - 4.3 Develop training standard for Fed training programs - George Cannode
 - 4.5 Develop formal training courses to meet new requirements
 - 4.6 Develop Order on Fed training and qualification - Paul Mink

10. **Management Information Systems - Ray Hardwick**
 - 4.8 Quarterly reports and performance indicators
 - 7.1 Quarterly progress reports to DNFSB
 - 8.1 Change order process
 - 8.2 Change order process

Quarterly Report

Department of Energy

Implementation Plan for

Defense Nuclear Facilities Safety Board

Recommendation 93-3

**Improving the Technical Capability in Defense Nuclear
Facilities Programs**

Reporting Period

January 1 through March 31, 1994

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1.0 Introduction

This Quarterly Report for the Defense Nuclear Facilities Safety Board (DNFSB) Recommendation 93-3 Implementation Plan covers the period from January 1 through March 31, 1994. This is the first Quarterly Report and updates progress made since the inception of the Implementation Plan. This report follows the Interim Report issued on January 31, 1994, and discusses the activities of the reporting period covering the first quarter calendar year 1994.

The Significant accomplishments of the report period are:

- The 93-3 Implementation Plan commitments have been broken down into ten functional areas. These areas have leads and task managers and there have been activity and progress in all functional areas. In addition, commitment description sheets have been developed which break down individual tasks into subtask items and associated milestones.
- All activities scheduled for completion during the reporting period were completed as planned. This includes fifteen (15) deliverables during the reporting period.
- Significant efforts have been initiated to obtain Excepted Appointment Authority, including the forwarding of draft legislation and numerous Congressional staff briefings.
- The first Technical Personnel Coordinating Committee (TPCC) meeting was held January 12-13, 1994 and the second TPCC meeting was conducted on March 16, 1994 using the televideo conferencing system.
- The President signed the buyout bill on March 28, 1994 which authorizes Federal Departments to provide incentives for employees to leave or retire early.
- Environmental Management is pursuing the hiring of technically qualified individuals to fill the additional federal employee positions the President authorized.
- The Department of Energy's Training and Qualification Program Field Surveys Final Report was issued.
- Positions were upgraded and responsibilities enhanced for the Training Manager positions at Albuquerque and Oak Ridge. Interviews are being conducted and the selected candidates will be announced in April 1994.

2.0 Implementation Plan Schedule

For the first quarter 1994, all tasks are proceeding on schedule and all commitments have been met. During this period, 15 deliverables were completed on or before the due date.

Activities completed during the first quarter calendar year (CY) 1994 are as follows:

<u>Commitment</u>	<u>Description</u>
1.2	Establish a Technical Excellence Executive Committee (Feb. 94);
1.4	Establish roles and responsibilities for DOE regarding the guidance and oversight of contractor and federal training programs (Feb. 94);
2.1	Develop target dates for implementing excepted service (Jan. 94), develop target dates for National Performance Review (NPR) initiatives (Mar. 94) and establish milestones for technical / non-technical position ratio (Mar. 94);
2.3	Establish an entry level technical recruitment policy and centrally managed intern program (Mar. 94);
2.4	Establish a near-term strategy (Jan. 94) to fill critical technical personnel shortages and establish approved policy (Mar. 94);
4.2.1	Promulgate guidance concerning Individual Development Plans (IDPs) or the equivalent for technical employees and managers (Feb. 94);
5.1.2	Establish a schedule for bringing the Department into compliance with DOE Order 5480.20 (TIMs) (Feb. 94);
5.3	Develop interim guidance updating the list of applicable facilities required to implement DOE Order 5480.18A (Feb. 94);
5.5	Establish a Technical Personnel Coordinating Committee (Jan. 94);
5.8	Initiate the expansion and enhancement of the Training Assistance Team concept (Jan. 94);
6.1	Develop an external assessment plan (Feb. 94); and
7.1	Issue an interim report to the DNFSB (Jan. 94).

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Cont. 2.0 Implementation Plan Schedule

Activities scheduled for the second quarter calendar year 1994 are as follows:

<u>Commitment</u>	<u>Description</u>
1.5	Issued an approved policy and guidance document related to the infrastructure of Department training organizations in Operations Offices and Headquarters; (June 94)
2.2	Approved guidance document and strategy for implementation which identifies and communicates selected administrative process to enhance recruitment, retention and performance of Federal technical staff; (May 94)
3.2	Develop educational performance indicators and attach them to the appropriate Quarterly Report; (June 94)
4.1.1	Develop and issue an approved policy and guidance document that establishes programs and processes for the evaluation of contractor training and qualification programs; (June 94)
4.2.2	Issue the revised DOE Technical Training Course Catalog; (April 94)
4.4.1	Technical Qualification standards guidance document developed and issued; (June 94)
4.8	Issue first Technical Personnel Performance Indicator Report; (April 94)
5.2	Training Program Accreditation Plans (TPAP) status report issued; (April 94)
5.8	Training assistance teams fully operational; (June 94)
6.1	External baseline assessment report complete; (June 94) and,
7.1	First Quarterly Report issued to the DNFSB. (April 94)

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3.0 Commitment Status

KEY	Open	-	in progress or being planned
	Complete	-	deliverable is completed
	Closed	-	DNFSB concurs with completion of commitment

<u>Commitment</u>	<u>Due Date</u>	<u>Status</u>	<u>Completion Date/Reference</u>
1.1	Oct 93	Complete	10/29/93 Policy
1.2	Feb 94	Complete	2/22/94 Durham Memo
1.3	Sept 93	Complete	9/30/93 Appointment
1.4	Feb 94	Complete	2/28/94 Durham Memo
	<i>Target Date</i>	<i>4th Qtr 94</i>	<i>Open</i>
1.5	June 94	Open	
	<i>Target Date</i>	<i>4th Qtr 94</i>	<i>Open</i>
	<i>Target Date</i>	<i>4th Qtr 94</i>	<i>Open</i>
2.1 - 1 of 2	ASAP	Open	
	<i>Target Date</i>	<i>Jan 94</i>	<i>Complete</i> 1/31/94 Evans Memo
	<i>Target Date</i>	<i>March 94</i>	<i>Complete</i> 3/31/94 Evans Memo
2.1 - 2 of 2	March 94	Complete	3/31/94 Evans Memo
2.2	May 94	Open	
	<i>Target Date</i>	<i>3rd Qtr 95</i>	<i>Open</i>
2.3 - 1 of 2	March 94	Complete	3/31/94 Durham Memo
	<i>Target Date</i>	<i>August 94</i>	<i>Open</i>
2.3 - 2 of 2	ASAP	Open	
2.4 - 1 of 2	Jan 94	Complete	1/31/94 Evans Memo
2 of 2	March 94	Complete	3/31/94 Evans Memo
3.1	Oct 94	Open	
3.2 - 1 of 2	June 94	Open	
2 of 2	Nov 94	Open	
3.3	Sept 94	Open	
	<i>Target Date</i>	<i>First Qtr 95</i>	<i>Open</i>

* As soon as possible after receipt of excepted service authority

<u>Commitment</u>	<u>Due Date</u>	<u>Status</u>	<u>Completion Date/Reference</u>
4.1/4.1.1	June 94	Open	
<i>Target Date</i>	<i>4th Qtr 94</i>	<i>Open</i>	
4.1.2	Sept 94	Open	
4.1.3	Oct 94	Open	
<i>Target Date</i>	<i>2nd Qtr 95</i>	Open	
4.1.4	June 95	Open	
4.2/4.2.1 - 1 of 2	Feb 94	Complete	2/28/94 Durham Memo
2 of 2	Oct 94	Open	
<i>Target Date</i>	<i>2nd Qtr 95</i>	Open	
4.2.2	April 94	Complete	
4.3	Sept 94	Open	
4.4/4.4.1	June 94	Open	
4.4.2	Aug 94	Open	
4.4.3	Oct 94	Open	
4.4.4	Dec 94	Open	
4.4.5	Dec 95	Open	
4.5	Dec 94	Open	
<i>Target Date</i>	<i>4th Qtr 95</i>	Open	
4.6	Dec 94	Open	
4.7	Dec 94	Open	
4.8 - 1 of 3	April 94	Open	
2 of 3	June 94	Open	
3 of 3	Dec 94	Open	
5.1/5.1.1	Dec 93	Complete	1/28/93 Durham Memo
5.1.2 - 1 of 2	Feb 94	Complete	2/28/94 Evans Memo
2 of 2	June 94	Open	
<i>Target Date</i>	<i>4th Qtr 95</i>	Open	
5.2	April 94	Open	
5.3 - 1 of 2	Feb 94	Complete	2/28/94 Evans Memo
2 of 2	Aug 94	Open	
5.4	Sept 94	Open	
5.5	Jan 94	Complete	1/31/94 Evans Memo
5.6/5.6.1	Oct 94	Open	
5.6.2	Oct 95	Open	
5.7	Sept 94	Open	
5.8 - 1 of 2	Jan 94	Complete	1/31/94 Durham Memo
2 of 2	June 94	Open	

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<u>Commitment</u>	<u>Due Date</u>	<u>Status</u>	<u>Completion Date/Reference</u>
6.1 - 1 of 3	Feb 94	Complete	2/28/94 Evans Memo
2 of 3	June 94	Open	
3 of 3	Sept 94	Open	
7.1	Jan 94	Open	
	April 94	Complete	4/29/94 Durham Memo
	July 94	Open	
	Oct. 94	Open	
	Jan. 95	Open	
	April 95	Open	
	Oct. 95	Open	
	Jan. 95	Open	

4.0 Activities

This section of the report provides a brief narrative discussion on actions being taken on the ten functional areas and related initiatives in the Implementation Plan. Section 4.11 highlights the reporting period meetings while Section 4.12 discusses related activities. (Note: shaded text indicates that activities were previously documented and no further changes are noted.)

The activities are listed in the same order as the functional area breakdown. This list is included as Attachment 5.1 for reference.

4.1 Functional Area 1: Technical Personnel Organization and Policy

- Commitment 1.1 The Department developed and issued a Technical Excellence Policy on October 29, 1993. This completes Commitment 1.1.
- Commitment 1.2 The Technical Excellence Executive Committee was established in February 1994. The first meeting is scheduled for May 18, 1994.
- Commitment 1.3 The Technical Personnel Program Coordinator was selected in September 1993. Mr. Thomas W. Evans was appointed and his permanent dedicated assignment to this role completes Commitment 1.3.
- Commitment 5.5 The Technical Personnel Coordinating Committee (TPCC) was established during the first committee meeting held on January 12-13, 1994. This action completes Commitment 5.5. Meeting minutes were issued on January 31, 1994, highlighting the meeting objectives, activities and path forward.

There was an additional TPCC meeting conducted on March 16, 1994 using the televideo conferencing system. Minutes for this meeting were issued on March 21, 1994. This meeting covered the progress of the 93-3 initiatives and reviewed plans for upcoming milestones.

4.2 Functional Area 2: Recruitment Initiatives

- Commitment 2.1 DOE Office of Personnel & DNFSB staff met with Office of Personnel Management (OPM) personnel to advise OPM of the Department's need for Excepted Service and to solicit support for the Department's legislative initiative (11/12/93). Headquarters & Operations Officers were surveyed on excepted service system needs and projected utilizations (12/17/94). Draft legislative language is being developed and will be provided to the Assistant Secretary for Congressional and Intergovernmental Affairs (CI).

During the months of February and March the Technical Personnel Program Coordinator (HR-1.5) and the Deputy Assistant Secretary for Human Resources (HR-3) with the Office of Congressional and Intergovernmental Affairs conducted briefings on Excepted Appointment Authority for Congressional staff from the following Committees: House Energy and Commerce, House Armed Services, Senate Armed Services, Senate Governmental Affairs, and the Senate Energy and Natural Resources.

The Department's proposed legislation for the Department of Energy National Security Act has been sent to the Office of Management and Budget for concurrence. Section 3 of the Department's proposed legislation contains language on Excepted Appointment Authority.

Commitment 2.2 A twenty page draft administrative flexibilities handbook is being forwarded to select personnel for final comments. The handbook will be entitled "Recruiting Hiring and Retaining High Quality Technical Staff. A Manager's Guide to Administrative Flexibilities." This handbook covers the tools available, referred to as administrative flexibilities, to enhance the Department's ability to compete in the labor market for technical personnel. The flexibilities center on recruitment, hiring and retention techniques and bonuses. This handbook will be completed by May 1994.

Commitment 2.3 The Technical Leadership and Development Program Plan was approved on March 31, 1994. This plan establishes a centralized technical intern program for the Department of Energy. The plan was modeled after the Defense Programs Intern Plan and modified by a total quality management process using complex wide input.

There were approximately 600 applications for 25 intern positions. The applications have been screened and 75 applicants will be interviewed in April 1994 to determine the 25 candidates for this year's intern class.

Commitment 2.4 The near-term strategy to take advantage of immediately available opportunities was issued in January 1994. When this commitment was established, it was anticipated that the early retirement initiatives would be immediately approved and a large number of open positions would be available by the end of the year. The buyout bill was subsequently approved in March 1994, and is being reviewed for Department applicability and use. The Assistant Secretary for Environmental Management has been given approval to hire additional employees during the remainder of FY 1994. The current strategy is designed to support Environmental Management near-term recruitment.

4.3 Functional Area 3: Succession Planning and Career Path Development

Commitment 3.3 A list of interim milestones has been developed for this Commitment. Additional actions will be reported upon in future quarterly reports.

4.4 Functional Area 4: Education Programs

Commitment 3.1 An initial task team has been formed to expand the current graduate technical education programs. Interim milestones have been established and further updates will be covered in the upcoming quarterly reports for the next two quarters.

Commitment 3.2 Performance indicators for individual educational achievements are being developed by Human Resources. These indicators will be included in the next Technical Personnel Performance Indicator Report covering the second quarter ending June 30, 1994. (See Commitment 4.8)

The specific performance elements for appraisal plans of supervisory and non-supervisory personnel technical personnel will be completed in conjunction with Commitment 4.7.

4.5 Functional Area 5: M&O Contractor Training and Qualification

Commitment 5.1 The schedule for approving all remaining Training Implementation Matrices (TIMs) was issued in February 1994. The Department is proceeding with having all TIMs approved by June 1994. These actions are proceeding and will be tracked by the Technical Personnel Performance Indicator Report until completion. The Target date for achieving compliance with DOE Order 5480.20 is the Fourth Quarter 1995.

It should be noted that the Department is facing some challenges in approving all TIMs by June 1994. A discussion of our concerns and immediate actions being taken are addressed in Functional Area 10, Management Information Systems.

Commitment 5.2 The Training Program Accreditation Plans (TPAPs) status report is being developed and will be issued in April 1994. The Requirement for quarterly reports will be addressed by following the status of TPAPs in the Technical Personnel Performance Indicator Report.

It should be noted that potential changes to DOE Order 5480.18A and some outstanding requests for exceptions to the Order are currently being addressed by the Department. This may impact the previous Department directions and possibly impact some related commitments. A discussion is provide in Functional Area 10, Management Information Systems.

Commitment 5.3 Interim guidance updating the list of applicable facilities required to implement DOE Order 5480.18A was issued in February 1994. A summary of this activity is as follows:

- The Order is currently applicable to 13 facilities
- The Order is currently not-applicable to 12 facilities previously on the list
- The status of applicability of the Order is under review for 24 facilities

As discussed under Commitment 5.2 and under Functional Area 10, exceptions for certain facilities are currently being addressed by the Department.

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Efforts are now underway to approve revisions of DOE Order 5480.18A and to revise TAP manuals.

Commitment 5.4 DOE Order 5480.20 is being revised (5480.20A) to incorporate lessons learned and to update the responsibilities section.

Commitment 5.6 The actions necessary to review and strengthen contractor organizations responsible for training and qualification are being planned. Additional updates and progress will be discussed in upcoming quarterly reports.

Commitment 5.7 The guidance for contracting officers is being planned. Additional updates and progress will be discussed in upcoming quarterly reports.

4.6 Functional Area 6: Oversight of Training and Qualification Programs

Commitment 1.4 An interim policy and guidance document was issued (2/28/94) addressing the roles and responsibilities within the Department to evaluate technical training and qualification programs at defense nuclear facilities. This item has a target date for implementation in the fourth quarter 1994. Implementation will be tracked and followed in the Technical Personnel Performance Indicator Report.

Commitment 4.1.1 A peer group has been established to develop and issue guidance to operations and program offices regarding the evaluation of contractor training and qualification programs. The document is due in June 1994, and will be discussed in the next quarterly report.

Commitment 4.1.2 The effort to develop selection, training and qualification requirements will be started in July 1994.

4.7 Functional Area 7: Training Organization, Administration and Infrastructure

Commitment 1.5 A draft Federal Employee Training Standard has been developed with stakeholder involvement. The draft will be issued for formal comments and resolution by May 1994, with the approved standard to be issued by June 1994.

Commitment 4.1.3 The effort to establish selection, training and qualification requirements for Federal training staffs is planned and the majority of activities will start in July 1994.

Commitment 5.8 The Training Assistance Program was initiated in January 1994, and will be fully operational by June 1994. The TPPC initiated the Training Assistance Team Program and is responsible for its continued development and enhancement. A description of the program plan was issued on January 31, 1994, and completes the first part of the commitment. The program will be fully operational by June 1994.

4.8 Functional Area 8: Technical Employee Qualification Programs

Commitment 4.2.1 Guidance was issued to all technical organizations to verify, establish or revise Individual Development Plans (IDPs) or ensure their equivalent are adequate. This guidance was issued on February 28, 1994. All IDPs should be completed by October 1994, for all appropriate technical personnel. The IDP completion will be tracked in the quarterly Technical Personnel Performance Indicator Report.

Commitment 4.4.1 The technical qualification standards will be covered in the Federal Employee Training Standard due in June 1994. It is currently in draft and will be issued for formal comment.

Commitment 4.4.2 The General Technical Base Qualification standard and list of applicable positions is due by August 1994. Currently, a group is determining the functional position categories that will be subject to the General Technical Base Qualification Standard.

Commitment 4.4.3 The Technical Manager Qualification Standard is due by October 1994. The Technical Manager position is one of the functional position categories currently being developed.

Commitment 4.4.4 The Technical Specialist Qualification Standard is due by December 1994. Currently, a group is determining the functional position categories that will be subject to the Technical Specialist Qualification Standard.

Commitment 4.7 Policy and guidance is due by December 1994, to upgrade the language in performance appraisals standards for various technical positions. This effort is still minimal and is scheduled to increase in the next quarter.

4.9 Functional Area 9: Technical Training Programs and Processes

Commitment 4.2.2 A list of training courses will be identified and documented in the DOE Technical Training Course Catalog by April 1994. The list will identify currently available and new potential sources of training both inside and outside the Department. This effort is in progress and an updated catalog will be issued by April 1994.

Commitment 4.3 A DOE training standard is due by September 1994, that encompasses the principles of a systematic approach to training and establishes firm requirements for the training process required for Federal technical employees. This guidance will be contained in a Federal Employee Training Standard currently in draft form.

Commitment 4.5 The updated version of the DOE Technical Training Course Catalog, which is due in December 1994, will indicate Department-wide courses that meet the Technical Qualification Standard requirements. This item will increase activity in June 1994, and be updated in future quarterly reports.

Commitment 4.6 A Department Order institutionalizing the Technical Training and Qualification Program is due by December 1994. This item is scheduled to increase activity in the third quarter calendar year 1994.

4.10 Functional Area 10: Management Information System

Commitment 4.8 A management report is required by April 1994, to monitor and assess the effectiveness of both Federal and contractor training and qualification initiatives. This report will be called the Technical Personnel Performance Indicator Report. The first report will be a text report outlining the concept for selecting and tracking performance indicators. This report will be used primarily to monitor the implementation of

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Operations Office and Program Office activities required to meet target date initiatives specified in the Recommendation 93-3 Implementation Plan.

The first two indicators will track the completion and approval of Training Implementation Matrices (TIMs) and the development and updating of the Individual Development Plans. This data will be summarized and reported at the Technical Excellence Executive Committee meeting tentatively scheduled for May 18, 1994.

Commitment 7.1 The Interim Report was issued on January 31, 1994. The Interim Report contained an update of all activities occurring between the issuance of the Implementation Plan and the end of the calendar year. The format of the Interim Report is being adopted for future quarterly reports.

The first Quarterly Report to the Board is due by April 1994. At the end of the reporting period, information was being compiled for this report.

Commitment 8 The provision of Commitment 8.1 or 8.2 are presently not being invoked. There are currently three areas where the Department is taking action or evaluating the impact of potential changes to eliminate or mitigate the need to use Commitment 8.1 or 8.2.

1. Commitment 5.8

DOE Order 5480.20 - The Order is currently being made into a rule. A concern is meeting the Commitment due date of September 1994. The current strategy is to process all new rule (s) at the same time to save overall cost and expense. This may impact the present due date.

2. Commitment 5.3

DOE Order 5480.18A - The list of applicable facilities has 24 facilities that are under review as exceptions to the Order. The Department is in the process of determining the proper applicability, funding and direction for the Order.

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3. Commitment 2.1

Excepted Appointment Authority - The Department is taking additional measures, including numerous visits and briefings, to gain approval of excepted appointment authority.

4.11 Meetings

During the Reporting period, the following meetings were held:

- January 12-13, 1994: The first TPCC meeting was held
- January 27, 1994: Presentations were given by Pantex management (DOE and M&O) on the training initiatives recently taken at the site
- January 31, 1994
To February 2, 1994: Technical Training Excellence Workshops specific actions included:
Reach consensus among stakeholders on the content of the Program Guide for the Technical Leadership Development Program; Draft an interim guide for Individual Development Plans; Develop policies and guidance for the systematic approach to training; and Path forward for qualifications, infrastructure and training standards.
- February 23-24, 1994: Participate in the Field Managers quarterly meeting to keep them focused on 93-3 Initiatives
- February 16, 1994 and
March 9, 1994: Informal meetings with the Board's General Counsel to review monthly deliverables and progress
- March 15-17, 1994: Technical Training Excellence Workshops: stakeholder review of combined policy and guidance document on systematic approach to training, qualifications standards and technical training infrastructure.

Various Dates: Briefing on Excepted Service with Congressional staff for the following committees:
House Energy and Commerce;
House Armed Services;
Senate Armed Services;
Senate Government Affairs; and
the Senate Energy and Natural Resources.

Meetings planned for the second quarter calendar year 1994 are as follows:

1. Technical Excellence Executive Committee is scheduled to meet on May 18, 1994.
2. Technical Personnel Coordinating Committee will meet on April 22, 1994.
3. TPPC Deputy will meet with training and management personnel at Hanford and Rocky Flats the first week of April.
4. TPPC will meet with training and management personnel at Albuquerque in April.
5. Continued meetings will occur to discuss and implement Excepted Service.
6. Technical Intern candidate interviews are scheduled over the last week of April.
7. Interviews for the Training Manager positions at Oak Ridge and Albuquerque are scheduled to occur in April.
8. Continued internal meetings to meet Departmental initiatives will occur.
9. The Board will be briefed on the 93-3 Implementation Plan status along with monthly informal meetings with the General Counsel to keep him apprised of ongoing activities.

4.12 Related Activities

The following related activities occurred during the reporting period:

In addition to normal TPCC meetings and calls,

- The TPPC and/or his Deputy personally visited with members from the:
 1. Albuquerque Operations Office;
 2. Pantex Site Personnel;
 3. Hanford; and
 4. Rocky Flats.
- The TPPC added a deputy and secretary to his staff.
- The Department of Energy's Training and Qualification Program Field Surveys Final Report was issued and distributed throughout the Department. The report, which summarizes the results of five site visits, concurs with the Board's findings and agreed with the path forward in the 93-3 Implementation Plan.
- The TPPC staff supported the development of Implementation Plans for Defense Nuclear Facilities Safety Board Recommendations 92-4 and 93-6
- The TPPC staff supported the development of the Environmental Management and Occupational Safety and Health (EM/OSH) Plan.
- The Training Manager positions at Albuquerque and Oak Ridge Operations Offices have been upgraded and are being competed. Results from the candidate interviews will be announced in April 1994.
- The President's approval of federal buyouts is being evaluated for applicability in the Department.