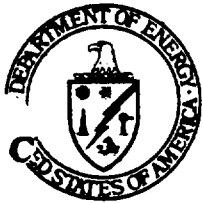


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## Department of Energy

Washington, DC 20545

October 3, 1995

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

Dear Mr. Chairman:

The September 1995 deliverables called for in the Department's Implementation Plan for Defense Nuclear Facilities Safety Board Recommendation 94-4 are enclosed.

Deliverables include: Commitment N.2.3, the report documenting the continued participation of Defense Programs line management and support staff in the Y-12 resumption process; Commitment 5.4, the Training Assistance Team Program for the evaluation of key contractor personnel involved with safety related activities at defense nuclear facilities at Y-12; and the Department's Readiness Assessment Report for the Receipt, Storage, and Shipment mission area which is one of the deliverables of Commitment N.4.2. Also included is Change 3 to the Implementation Plan which incorporates the separate Task 5 evaluation of the Office of Environment, Safety and Health site representatives.

If you have any questions, please contact me or have your staff contact Phil Aiken of my staff at (301) 903-4513.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Seitz", is written over a large, stylized circular flourish.

Thomas P. Seitz  
Acting Deputy Assistant Secretary for  
Military Application and  
Stockpile Support  
Defense Programs

Enclosures

cc w/enclosures:  
M. Whitaker, EH-9  
D. Leclaire, DP-30

**CHANGE 3 to Rev. 0 of the Department of Energy Implementation Plan  
for Defense Nuclear Facilities Safety Board Recommendation 94-4**

**Purpose of Change:**

The original Task 5 Technical Competence Review included an evaluation of key Federal personnel by one Training Assistance Team chartered by HR using the concept developed in response to the Board's recommendation 93-3. The scope of the review for Federal personnel included all technical personnel that provide management direction or oversight impacting the safe operation of the Y-17 Plant, including those appropriate DP personnel at Y-12, OR, the Office of Site Operations (DP-24) line management of Y-12, and EH oversight personnel. Senior EH HQ personnel subsequently concluded that, in order to preserve the independence of the EH oversight role, EH personnel should be evaluated separately by an EH chartered team. The EH team has developed a program with similar evaluation criteria as the HR chartered team reviewing the DP Federal personnel. The EH evaluation will be separately conducted and reported but will be completed within the originally scheduled timelines.

**Instructions:**

Replace pages 21 and 22 with pages 21 and 22, Ch.3

**Distribution:**

Senior Steering Committee  
Senior Working Group  
Task Leaders  
Defense Nuclear Facilities Safety Board

**TASK 5: TECHNICAL COMPETENCE REVIEW**

Evaluates the experience, training and performance of key Department and M&O-contractor personnel involved in safety-related activities at defense nuclear facilities within the Y-12 Plant. The scope of the review for Federal personnel includes all technical personnel that provide management direction or oversight impacting the safe operation of the Y-12 Plant. This review will include those appropriate DP personnel at Y-12, OR, the Office of Site Operations (DP-24) line management of Y 12, and EH oversight personnel. EH personnel will be evaluated by a separate team chartered by EH-x.

**PURPOSE:**

To ensure that key Department and contractor personnel possess the proper training and experience and can perform their required tasks in a formal, deliberate fashion in accordance with reviewed and approved procedures. These personnel and their associated training and qualification programs will be supplemented, as appropriate, with the lessons learned from the complex in areas of training and qualification.

**Discussion:**

The Department has developed a Training Assistance Team concept in response to the Board's Recommendation 93-3. Commitment 5.8 of the Department's 93-3 Implementation Plan developed this concept into a formal assistance program that will be called upon to conduct the required assessments. This program, along with the lessons learned from the 93-3 Implementation Plan training and qualification initiatives, will be used to conduct the required evaluations and subsequent corrective actions.

In addition, the Critical Safety Elements (CSEs) developed in response to the Board's 93-1 Recommendation will be used as input for developing the assessment plan.

The evaluations will be conducted for both key Federal and contractor personnel associated with safety-related activities at the Department's Y-12 Plant. These evaluations and actions will be coordinated and integrated with other related activities in the 94-4 Plan and will also consider the results of readiness assessments to date. The DOE review will consider the results of the ongoing DP staffing review, as a guide in determining where to focus the greatest attention.

**DOE Evaluations Team Leaders** will be selected to conduct the evaluations. The Team Leaders are responsible for developing the Training Assistance Team programs and assembling the specific team members necessary to conduct the evaluations. A Training Assistance Team program may include reviewing the following items:

- o Training plans and resource allocations;
- o Training, qualification and experience records;
- o Infrastructure and relationship to the OR;
- o Results of BP staffing review;
- o Personnel performing activities;
- o Criteria for evaluation of performance;
- o Individual development plans;
- o Training and qualification activities;
- o Comparison of staffing to similar sites;
- o Impact of revised Order implementing Federal training requirements; and
- o Oversight of contractor activities.

**Commitment 5.1** The Training Assistance Teams (Two teams, one will review EH personnel and the other will review remaining Federal personnel) will develop a program to implement the evaluation of key Federal personnel involved with safety-related activities at defense nuclear facilities at the Y-12 Plant.

**Deliverable:** Training Assistance Team programs  
**Due Date:** June 1995  
**Responsibility:** Team Leaders

**Commitment 5.2** The Training Assistance Teams will conduct an assessment using the criteria and performance objectives established in each Training Assistance Team program. The results of the evaluation will be summarized in a report by each Team outlining both observations and recommendations.

**Deliverable:** Team Reports  
**Date:** October 1995  
**Responsibility:** Team Leaders

**Commitment 5.3** The DOE will review and respond to each Team Report indicating any resulting actions that will be taken.

**Deliverable:** DOE Response  
**Due Date:** December 1995  
**Responsibility:** Appropriate DOE management

**Contractor Evaluation** A Team Leader will be selected to conduct the evaluation. The Team Leader is responsible for developing the Training Assistance Team program and assembling the specific team members necessary to conduct the evaluation.