



Department of Energy
National Nuclear Security Administration
Washington, DC 20585

February 14, 2003

The Honorable John T. Conway
Chairman
Defense Nuclear Facilities Safety Board
625 Indiana Avenue, NW.
Suite 700
Washington, D.C. 20004-2901

Dear Mr. Chairman:

This is in response to your January 24, 2003, letter concerning Defense Nuclear Facilities Safety Board (DNFSB) review of National Nuclear Security Administration (NNSA) Policy Letters.

During the next update of NAP-1, "Establishment of a Policy Letter System for Managing Policy, Directives, and Business Practices Within the National Nuclear Security Administration," the protocol for obtaining DNFSB input into NNSA Policy Letters will be incorporated. In the interim, our staff will provide copies of NNSA Policy Letters to the Departmental Representative for transmittal to the Board, following the protocol in DOE M 251.1-1A, "Directives System Manual" (enclosed).

We look forward to working with the you to ensure that the Board has an opportunity to review the NNSA Policy Letters that affect health and safety at defense nuclear facilities.

Sincerely,

A handwritten signature in black ink, appearing to read "L. F. Brooks".

Linton F. Brooks
Acting Administrator

Enclosure

cc:

Mark B. Whitaker, Jr., Departmental
Representative to the DNFSB



Enclosure

Excerpt from DOE M 251.1-1A, "Directives System Manual," dated 1/30/98

5. Responsibilities

d. Offices of Primary Interest.

- (1) Develop and maintain directives within their functional areas that conform to the requirements of this Manual and are responsible for the technical content of directives.
- (2) Prepare DMDs (Attachment II-1) for new directives and major revisions. The DMD shall reflect preliminary cost documentation.
- (3) Prepare an initial and final cost impact estimate for each Order, Notice, or Manual with new, modified, or canceled requirements that are likely to increase or decrease implementation costs. (Note: This requirement will not be implemented until approval and issuance of DOE G 251.1-2.)
- (4) **The Office of Primary Interest shall, for all directives affecting health and safety at defense nuclear facilities, coordinate with the Departmental Representative to the Defense Nuclear Facilities Safety Board (DNFSB). The Departmental Representative, working with the Office of Primary Interest, will ensure that the DNFSB has been provided an opportunity to comment on directives prior to issuance.**