



**Department of Energy**  
**National Nuclear Security Administration**  
Washington, DC 20585

December 22, 2004

OFFICE OF THE ADMINISTRATOR

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

Dear Mr. Chairman:

In his July 13, 2004 letter to you on Facility Representative (FR) staffing and training, Ambassador Brooks tasked me to develop a pipeline to lessen FR staffing shortages due to attrition. Ambassador Brooks' letter indicated we would complete this action by the end of the year.

To implement the pipeline, NNSA is developing a corporate intern program to hire recent college graduates into FR and other technical positions. This program will entail a two-year internship. During the internship, each participant will receive orientation training on the NNSA and its various missions, core training in a variety of subjects, occupation-specific training developed for each functional area, and practical experience at the home site as well as rotational assignments at other work locations.

The NNSA is in the process of completing the design of the program. Active recruitment on college campuses is expected to begin in late January 2005, with entrance on duty planned for June/July 2005. Recruitment for a 2006 intern class should commence in the fall of 2005 with entrance on duty in May/June 2006. Early plans for the 2005 intern class include recruitment for 24 positions. Candidates with Masters Degrees will be the primary targets of the recruiting effort. The campuses at which we will recruit will be selected over the next 4-6 weeks.

I provided a briefing on the NNSA internship plans to members of your staff in October 2004. I plan to keep your staff apprised of progress as we implement this program. If you have any questions, please contact me at 202-586-8395.

Sincerely,

A handwritten signature in cursive script that reads "James J. Mangeno".

James J. Mangeno  
Senior Advisor  
Environment, Safety and Health



Printed with soy ink on recycled paper

Cc:

**M. Whitaker DR-1**

R. Schepens, FTCP Chairman

C. Cross, ME-50

G. Podonsky SP-1