



## Department of Energy

Washington, DC 20585

July 13, 2004

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

Dear Mr. Chairman:

The purpose of this letter is to inform you that the Office of Environmental Management (EM) portions of three commitments on Quality Assurance (QA) and Software QA have been completed. The EM Headquarters (HQ) and EM Field Element Functions, Responsibilities, and Authorities documents (FRAs) have been updated, along with the implementation matrices for those Field Elements not having the matrices as part of the FRAs. The process for maintaining the FRA, which includes the QA document requirements, is contained in the EM HQ FRA. Copies of the FRAs and matrices were provided to Mr. Ray Daniels of your staff on July 9, 2004. Please note that EM will forward the final Idaho FRA as soon as it is concurred on by the Office of Nuclear Energy (NE) and issued by the Idaho Operations Office to ensure you have a complete set of current Field FRAs.

The three commitments are contained in the October 2002 Quality Assurance Improvement Plan (QAIP) and the March 2003 Implementation Plan (IP) for Recommendation 2002-1 as follows:

- (1) QAIP Action 1.4.3: Update the EM HQ and Field FRA documents to incorporate Federal responsibilities defined in the QA Rule and Order, including the responsibilities for overseeing the contractor's QA program.
- (2) QAIP Action 3.4: EM will promulgate processes and procedures for FRA and QA document requirements.
- (3) IP 2002-1 Commitment 4.1.6: Revise the EM HQ and Field Element FRA documents to incorporate Federal responsibilities and authorities for Software QA.



If you have any questions, please call me at (202) 586-0738 or Patrice M. Bubar, Deputy Assistant Secretary for Integrated Safety Management and Operations Oversight, at (202) 586-5151.

Sincerely,

A handwritten signature in black ink that reads "Inés Triay". The signature is written in a cursive style with a prominent flourish at the end.

Dr. Inés Triay  
Deputy Chief Operating Officer  
Environmental Management

cc: M. Whitaker, DR-1/DOE