



Department of Energy

Washington, DC 20585

MAY 12 2004

The Honorable John T. Conway
Chairman
Defense Nuclear Facilities Safety Board
625 Indiana Avenue, NW
Washington, D.C. 20004-2941

Dear Mr. Chairman:

In the Secretary's August 25, 2003 report to you on suspect/counterfeit items (S/CI), the Department committed that, "Directives will be revised to reflect the process, and roles and responsibilities of the Office of Environment, Safety and Health (EH) and other organizations. It is anticipated that DOE O 414.1, DOE G 414.1, DOE O 440.1A, and DOE G 440.1-6 will be revised to consolidate the S/CI process and requirements. The EH internal process guide and checklists will be finalized and approved based on the approved directives." The purpose of this letter is to provide you with the status of the Department's progress in this area.

DOE O 414.1B, *Quality Assurance* was issued April 29, 2004. It supersedes the S/CI portions of DOE O 440.1A, *Worker Protection Management of DOE Federal and Contractor Employees*, dated March 27, 1998 and cancelled Attachment 1, Paragraph 8, Suspect and Counterfeit Item (S/CI) Controls and Attachment 2, Paragraph 22, Suspect and Counterfeit Item (S/CI) Controls. DOE O 414.1B also establishes the Office of Quality Assurance Programs, safety software responsibilities, and Corrective Action Management Program.

In the Secretary's letter dated April 21, 2003, the Department anticipated revising DOE G 414.1, *Quality Assurance Management System Guide for use with 10 CFR 830.120 and DOE O 414.1*. Instead, a new Guide, DOE G 414.1-3, *Suspect and Counterfeit Item Guide for use with 10 CFR 830 Subpart A, Quality Assurance Requirements and DOE O 414.1B, Quality Assurance* was developed. The Guide was drafted to incorporate the new EH S/CI Process and to update other S/CI information. When issued, it will supersede DOE G 440.1-6, *Suspect Counterfeit Items Guide for use with DOE O 440.1, Worker Protection Management; 10 CFR 830.120; and DOE O 5700.6C, Quality Assurance*, dated June 1997. The new Guide is issued for review, comment and use in the Directives System. Comments are due by June 30, 2004. In addition, a working draft of the EH S/CI Process Guide was developed and is being used to implement the S/CI process as outlined in the Secretary's August 25, 2003 report. Once DOE G 414.1B is issued, the EH S/CI Process Guide will be finalized. We currently anticipate completion of these activities in August 2004. The attached table summarizes the Directives update status.



The issuance of DOE O 414.1B was a major accomplishment that included important contributions by your staff. The guides described will enhance the ability of the Department to conduct quality work. If you have any questions, please contact Richard H. Lagdon at (301) 903-4218, or me at (301) 903-8008.

Sincerely,

A handwritten signature in black ink that reads "Sharon A. Russo". The signature is written in a cursive style.

Frank B. Russo
Deputy Assistant Secretary
for Corporate Performance Assessment

Attachment

cc: Mark B. Whitaker, DR-1
Richard H. Lagdon, EH-31
Frank E. Tooper, EH-32

Suspect/Counterfeit Item Directive Update Status

| Directive | Consistent with DOE 4/21/03 letter to DNFSB | Consistent with DOE 8/25/03 letter to DNFSB | Status |
|--|---|---|---|
| DOE O 414.1B, <i>Quality Assurance</i> , dated 4/29/04 | Yes | Yes | The Order was issued 4/29/04. It consolidates S/CI portions of DOE O 440.1A, <i>Worker Protection Management of DOE Federal and Contractor Employees</i> , dated 3/27/98 and cancelled Attachment 1, Paragraph 8, Suspect and Counterfeit Item (S/CI) Controls and Attachment 2, Paragraph 22, Suspect and Counterfeit Item (S/CI) Controls. It also establishes the Office of QA Programs, safety software responsibilities, and the improved Corrective Action Management Program. Complete |
| DOE G 414.1-3, <i>Suspect and Counterfeit Item Guide for use with 10 CFR 830 Subpart A, Quality Assurance Requirements and DOE O 414.1B, Quality Assurance</i> | No | Yes | The new Guide has been drafted to incorporate the DOE S/CI Process and has been issued for review and comment in the Directives System. It is also available for immediate use. Comments are due to EH-31 on 6/30/04. The DNFSB staff has requested a description of the changes to facilitate their review. DOE 4/21/03 letter to DNFSB indicated that DOE G 414.1 would be revised. Instead, a new Guide, DOE G 414.1-3 was developed to consolidate the S/CI process requirements supersede DOE G 440.1-6, <i>Suspect Counterfeit Items Guide for use with DOE O 440.1, Worker Protection Management; 10 CFR 830.120; and DOE O 5700.6C, Quality Assurance</i> , June 1997. Target Completion Date (TCD) August 2004 |
| DOE O 440.1A, <i>Worker Protection Management of DOE Federal and Contractor Employees</i> , | Not Referenced | Yes | With the issuance of DOE O 414.1B, <i>Quality Assurance</i> , dated 4/29/04, references to S/CI have been superseded. Complete |

| Directive | Consistent with DOE 4/21/03 letter to DNFSB | Consistent with DOE 8/25/03 letter to DNFSB | Status |
|--|---|---|---|
| dated 3/27/98 | | | |
| DOE G 440.1-6, <i>Suspect Counterfeit Items Guide for use with DOE O 440.1, Worker Protection Management; 10 CFR 830.120; and DOE O 5700.6C, Quality Assurance, June 1997.</i> | Not Referenced | Yes | The Guide will be superseded by new DOE G 414.1-3 when issued. TCD August 2004 |
| EH Process Guide for the Identification and Disposition of S/CI or Defective Items at DOE Facilities, Working Draft dated May 2004 | Not Referenced | Yes | The EH Process Guide has been continuously updated as a Working Draft to reflect changes in the EH S/CI Process. The Working Draft will be finalized and approved based on the approved DOE O 414.1B, <i>Quality Assurance</i> and DOE G 414.1-3, <i>Suspect and Counterfeit Item Guide for use with 10 CFR 830 Subpart A, Quality Assurance Requirements and DOE O 414.1B, Quality Assurance.</i> The EH Process Guide was used in development of DOE G 414.1-3. TCD August 2004 |
| EH Support Manual to the Process Guide for the Identification and Disposition of S/CI or Defective Items at DOE Facilities, Working Draft dated May 2004 | Not Referenced | Yes | The EH Support Manual to the Process Guide has been continuously updated as a Working Draft to reflect changes in the EH S/CI Process. The Working Draft will be finalized and approved based on the approved DOE O 414.1B, <i>Quality Assurance</i> and DOE G 414.1-3, <i>Suspect and Counterfeit Item Guide for use with 10 CFR 830 Subpart A, Quality Assurance Requirements and DOE O 414.1B, Quality Assurance.</i> TCD August 2004 |