



The Secretary of Energy  
Washington, DC 20585

June 26, 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:

Enclosed is the Department of Energy's (DOE) Implementation Plan for the Defense Nuclear Facilities Safety Board's Recommendation 2002-3, *Requirements for Design, Implementation and Maintenance of Administrative Controls*. The Department will assure that administrative controls defining and analyzing the basis for safe operations are properly developed, appropriately implemented, and effectively maintained.

Ms. Beverly Cook, Assistant Secretary for the Office of Environment, Safety and Health, is responsible for ensuring the successful completion of this Implementation Plan. Mr. Richard Black, the Director of the Office of Nuclear and Facility Safety Policy, is responsible for the execution of this plan. Mr. Black can be contacted at 301-903-0104.

Sincerely,

A handwritten signature in black ink that reads "Spencer Abraham".

Spencer Abraham

**Enclosure**

cc:

J. McMonigle, S  
M. Whitaker, DR-1



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