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MC&A Policy Panel Teleconference

February 27, 2008



Participants*/Sites Represented:

ORNL, Y-12, SRS, PANTEX, LANL, LLNL, DOE-HQ (Germantown & Forrestal), DOE-ID, DOE-CH, RL/PNNL, NV, NAC, NTC, PITTSBURGH, NA-70,

The Lead for each site provided a list of participants from their respective site. See Attachment 1.

Introductions & Opening Statements

Welcome

Jim Crabtree, Office of Policy, Office of Security Policy (HS-71), welcomed callers to the MC&A Policy Panel Meeting. The Office of Security Policy (HS-70) is implementing Safeguards and Security Policy Panels with the goal to expedite the identification of policy issues and increase productivity within the policy process. See Attachment 2. The conference call forum is one of the several ways the group will be interacting. Recognizing this method does have limitations, face to face meetings and site visits will continue on an as needed basis. The Policy Panel will continue to use teleconferences and Interactive Video Conferences to minimize face-to face meetings, thereby enabling participation as travel budgets continue to decrease.

Jim Crabtree outlined the four major topics to be discussed: (1) Current status of the MC&A Manual; (2) Current status of the MC&A Guide, (3) Graded Safeguards Table, and (4) the NTC MC&A Training Program.

MC&A Manual

Jim Crabtree provided an update on the status of the revision to DOE M 470.4-6, *Nuclear Material Control and Accountability*. There are three major issues that continue to be worked:

1. Current draft Manual has done away with a lot of requirements. If we use the statement “*we have an effective system*”, we need to strengthen the criteria substantiating this. Mike Sheaffer raised a question as to the difference between the criteria and the requirements, stating that he believed that the criteria actually contain requirements.
2. What methodology is to be used for safeguards effectiveness? MC&A is not the only system looking at system effectiveness. We will be seeking information from the Physical Protection groups as they rely heavily on the system effectiveness.
3. The list of nuclear materials to which the Manual applies; i.e., what materials need to be identified and how they are included in the manual.

Overall, HSS management wants to make certain that we have a strong enough manual to ensure an effective program is implemented within the Department. This will be a topic of discussion between HSS management and the MC&A writing team when they meet in Germantown the

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week of March 10th. What constitutes a good policy document has yet to be resolved and until such time resolution is reached a firm schedule cannot be provided.

MC&A Guide

Ken Byers (PNNL) provided an overview of the process used to develop the Guide. We want a Guide that will be valuable to both the contractor and federal MC&A personnel, and can be used by someone new to the program as well as someone who had been around for a while. The Guide would be used for information on implementing a variety of program options. The Field and HSS agreed to perform a broad-based review of the Guide to ensure the content is at the appropriate level and covers all applicable topics. In reviewing this document we need to know: How valuable is the Guide to you? What portions are valuable? What do you like or dislike? What needs to be added? What can be removed? HS-71 will ensure that everyone has the latest version of the draft Guide on which to comment. As the draft MC&A Manual continues to evolve, we will keep the Guide up to date to ensure that it follows the Manual.

New Graded Safeguards Table

D.L. Whaley, Office of Security Evaluations (HS-61) updated us on the status of the revision to the Graded Safeguards Table. There has been very good interaction with the Field – lots of visits and participation. A meeting was held yesterday with NNSA, HSS, LANL, and LLNL representatives which led to some things being reconsidered such as a reduction in the Category II quantity. Additional meetings are scheduled to determine if the change needs to be made. The reduction in the limit would substantially impact some sites negatively – need to continue discussions. Distribution of the classified tables and impact documents has been pushed back to next week if the issues can be resolved. One new change in the table is to include a combination of radiation levels and weight using it in the categories and attractiveness level for irradiated fuel. Some sites did not get as much help as they had hoped for from this. At this point there is no plan to include the new table in the draft MC&A Manual revision as the Manual revision is on a faster track than the Graded Safeguards Table.

There have been some changes to other parts of the Table as well. Currently, the table is classified, but NNSA is trying to generate an unclassified version. The Table also includes an additional category and additional attractiveness levels. These changes are a result of conversations with the Field and an effort to provide opportunity for linkage to the Design Basis Threat (DBT). Ongoing discussions with HSS include the timing and budget cycle process. Rather than a blanket approval, sites will need to contact HSS to determine an implementation time line, similar to DBT process.

NTC MC&A Training Program

Jim Crabtree introduced Louis Nolan as the new MC&A Coordinator at the DOE National Training Center (NTC). Louis Nolan discussed NTC training activities and how many courses need to be updated and a process is in place to do so. The focus this year is on the measurement courses. Four of the seven measurement courses have been transferred to LANL ownership. The fee for these courses will be \$2600 per student. It was noted that slots are open for the LANL 3.5 day Advanced Gamma-Ray Spectroscopy course starting June 23.

The NTC is updating the 1998 Job Analysis. The sites will be receiving a letter – asking them to respond to a Job Analysis survey, which will be electronic and used to determine training needs

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and then determine how best to proceed. It will be followed-up with a tabletop review later this year to validate data received.

Amy Whitworth (NA-72) questioned whether the training courses transferred to LANL will be offered by NTC as well. It was indicated that the NTC would not be involved in those courses at this time. Due to costs (course and travel), Debbie McNeilly (NA-74) expressed an interest to get other sites certified to provide this training. Although NDA training is unique, several sites have the equipment and facilities necessary to conduct the training. There is debate as to whether it would make it more cost effective as a previous study showed the cost to be the same as at LANL. While there is a need to explore other avenues and options, it is expected that the JA will provide an indication of training needs.

Next Call

HS-71 anticipates having quarterly conference calls to keep everyone informed about developments in MC&A policy. NNSA offered their Implementation Panel meeting being held during the INMM Annual Meeting in July in Nashville, TN as a venue for policy discussions.

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Attachment 1 List of Participants

Name	Organization	Name	Organization
Ackerman, Glenda	PNNL	Laible, Ernie	INL
Andre, Jim	PNNL	Marsh, Bud	NNSA-LSO
Bailey, Giles	DOE-SR	May, Melanie	HS-81
Bails, Vicky	S&S Performance assurance	McGill, Paulette	ORNL
Barnett, Tina	NAC	McNeilly, Debra	NNSA/NA-74
Bean, Thomas	INL	Medlock, John	DOE-ORO
Bird, Jim	DOE-ORO	Mitchell, Michael	PANTEX
Boeke, Scott	DOE-SR	Mount, Mark	LLNL
Borum, Michael	ORNL	Narayanan, Usha	NBL
Bracken, David	LANL	Nolan, Louis	NTC
Brock, Heidi	NNSA-NSO	O'Leary, Jerry	WSRC
Byers, Ken	PNNL	Orlowicz, Frank	DOE-CH
Combs, Steve	Y-12	Perrine, Eve Ann	DOE-PNR
Crabtree, James	HS-71	Poorbaugh, Jim	Y-12
Crawford, Cary	PNNL	Preston, Lynne	HS-82
Croney, Steve	LANL	Punjak, Wayne	LANL
Cross, Sherri	PNNL	Purviance, Marcie	S&S Performance assurance
Faiver, Rick	HS-71	Scheffter, Ken	DOE-EM
Goodwin, Dave	DOE-SC	Shaffer, Karen	Bechtel-Jacobs
Green, Richard	NNSA-YSO	Sheaffer, Michael	LLNL
Griffin, Gerald	Fluor-Hanford	Sheppard, Greg	LANL
Haga, Roger	INL	Swindel, Brenda	NNSA-PSO
Hawkins, Ron	Y-12	Tafoya, Liza	LANL
Hayes, Rachel	Y-12	Taylor, Todd	LLNL
Healy, Frank	DOE-CH	Terry, Roger	PNNL
Holmer, Debarah	HS-71	Thom, Mary Alice	INL
Hopwood, Bill	ORNL	Thomas, David	DOE-SR
Jackson, Andrew	Y-12	Thomas, Ivan	INL
Johnson, Geneva	NSTec	Tuuri, Ken	DOE-ID
Jones, Beverly F.	Isotek	Whaley, D.L.	HS-61
Key, Cathy	NNSA/NA-72	Wheat, Harold, Jr.	Y-12
Kiehl, Wayne	NSTec	Whitworth, Amy	NNSA/NA-72
Kodman, Gary	HS-61	Wilson, Amy	Y-12
Konzek, Glenn R	DOE-RL/SES	Wood, Leon	PNNL
Krichinsky, Alan	ORNL	Young, David	NNSA-YSO

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**Attachment 2
Safeguards and Security Policy Panel Memos**



Department of Energy
Washington, DC 20585

February 15, 2008

MEMORANDUM FOR DISTRIBUTION

FROM


GLENN S. PODONSKY
CHIEF HEALTH, SAFETY AND SECURITY OFFICER
OFFICE OF HEALTH, SAFETY AND SECURITY

SUBJECT:

Implementation of Safeguards and Security Policy Panels

The Office of Health, Safety and Security (HSS) recognizes the importance of well-conceived strategies and policies to support and communicate the security posture of the Department. In order for our security policies to properly reflect and enable Department of Energy corporate strategies, early and frequent communication between policy makers and end users is essential.

As outlined in the attached HSS memo, dated December 3, 2007, subject: Safeguards and Security Policy Panels, the HSS Office of Security Policy is establishing several new policy panels that will create new opportunities for communication and will include those current active groups that are now effectively promoting communications in their safeguards and security topical areas. The goal of the reinvigorated panels is to expedite the identification of policy issues and to increase productivity specifically within the policy process, thereby enhancing both the Department's policy formulation and execution.

We want to ensure that Senior Departmental Security Managers are aware of this security policy endeavor, and ask your assistance in passing this information on to appropriate managers within your organization and identifying individuals who will best represent your interests in this initiative. We support the inclusion of Headquarters and field personnel, including contractors where you believe they provide significant value to the process. The various policy panels will maximize the use of modern communications to minimize face-to-face meetings, thereby enabling broad participation even when travel budgets are constrained. The results of all panel teleconferences and meetings will be compiled and appropriately distributed. Each panel's activities will be centrally monitored to assure continued relevance and utility.

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Attachment 2 Safeguards and Security Policy Panel Memos (cont'd)

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Please provide the names and contact information (name, site, phone number, email address) for each individual you suggest should be included in each specific policy panel to Mr. Richard Faiver at Richard.Faiver@hq.doe.gov. Mr. Faiver may also be reached on (301) 903-4613. If you have further questions or concerns, please contact Mr. Faiver or Barbara Stone at (301) 903-4642.

Attachment

cc:

Michael Kilpatrick, HS-1
Mark Whitaker, HS-1.1
Lesley Gasperow, HS-1.2
Robert Lingan, HS-1.3
Stephanie Brewer, HS-1.4
Patricia Worthington, HS-10
Andrew Lawrence, HS-20
Charles Lewis, HS-30
Arnold Guevara, HS-40
Jeffrey Harrell, HS-50
Bradley Peterson, HS-60
Barbara Stone, HS-70
Larry Wilcher, HS-80
Andrew Weston-Dawkes, HS-90

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Attachment 2 Safeguards and Security Policy Panel Memos (cont'd)



Department of Energy
Washington, DC 20585

December 3, 2007

MEMORANDUM FOR DISTRIBUTION

FROM: **GLENN S. PODONSKY**
CHIEF HEALTH, SAFETY AND SECURITY OFFICER
OFFICE OF HEALTH, SAFETY AND SECURITY

SUBJECT: Safeguards and Security Policy Panels

Recognizing the need for increased policy feedback from the implementers of security policy, the Office of Security Policy is establishing a series of policy panels addressing the major policies under their purview. This initiative will encompass the quality panels currently supported by the Office of Security Policy and will create new panels as necessary to enhance input into all of their policy areas. The policy panels will:

- Improve Safeguards and Security policy interfaces;
- Identify policy issues;
- Obtain early input on new policy initiatives;
- Support special issue working groups; and
- Enhance communication among security policy makers, Headquarters program offices, and field organizations, both Federal and contractor.

Consistent with our currently assigned security policy initiatives, our policy panels will maximize the use of modern communications, minimize face-to-face meetings, and encourage broad participation. Our policy panels, several of which are currently active as quality panels or other working groups, will include:

- Protective Force (with currently active groups included as separately organized working or advisory groups)
- Nuclear Material Control and Accountability (currently active)
- Security Awareness (currently active)
- Program Planning and Management (new)
- Physical Security/Systems (new)
- Information Security – Technical Surveillance Countermeasures, Operation Security, and Classified Matter Protection and Control (currently active)
- Safety and Security – Co-chaired with the Office of Health and Safety. (new)

The recent success of the working groups assembled from field and Headquarters topical experts to review and revise key safeguards and security policies, as well as a number of requests to continue to provide an open forum for input and information sharing among topical experts, have encouraged us in launching this new initiative. We

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Attachment 2 Safeguards and Security Policy Panel Memos (cont'd)

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believe that the returns realized from these focused interactions will more than compensate all those involved for the effort required.

cc:

Samuel Bodman, S
Clay Sell, DS
Ingrid Kolb, MA-1
Mark Whitaker, HS-1.1
Lesley Gasperow, HS-1.2
Robert Lingan, HS-1.3
Stephanie Grimes, HS-1.4
Patricia Worthington, HS-10
Andrew Lawrence, HS-20
Charles Lewis, HS-30
Arnold Guevara, HS-40
Jeffrey Harrell, HS-50
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