

U.S. Department of Energy



FY 2008

**Support Cost By Functional Activity
Summary Report
From 29 Submitting Contractors**

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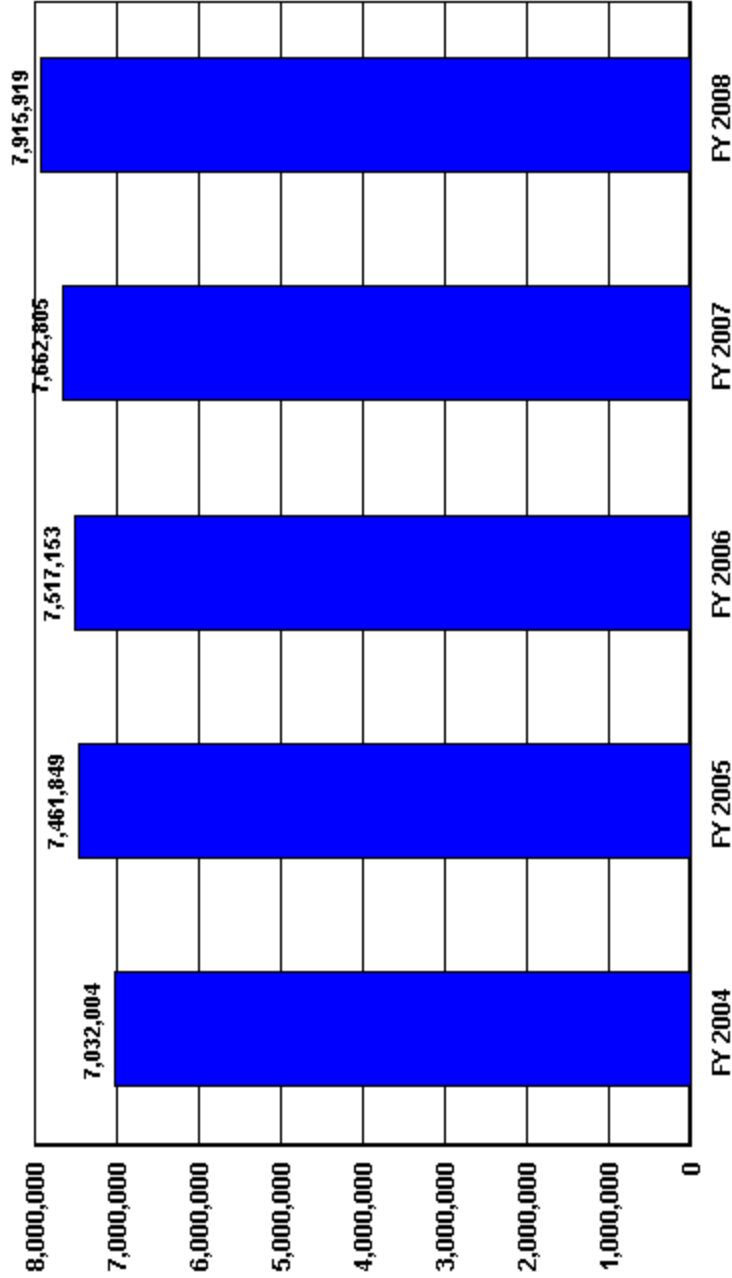
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Trends in Total Support Cost by Functional Categories
TOTAL FOR ALL MAJOR SITE FACILITY CONTRACTORS (\$000)
FY 2008

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	\$ Change 2004 To FY 2008	% Change 2004 To FY 2008
Total Costs	17,542,814	18,534,965	18,508,154	18,374,937	19,120,343	1,577,529	9.0%
Capital Construction	1,443,083	1,345,974	1,371,938	1,316,375	1,345,241	-97,842	-6.8%
Total Costs Less Construction	16,099,731	17,188,991	17,136,216	17,058,562	17,775,102	1,675,371	10.4%
Total Support Costs	7,032,004	7,461,849	7,517,153	7,662,805	7,915,919	883,915	12.6%
Mission Direct Operation	9,067,727	9,727,142	9,619,063	9,395,757	9,859,183	791,456	8.7%
Mission Direct Operation as % of Total Cost	51.7%	52.5%	52.0%	51.1%	51.6%		
Capital Construction as % of Total Cost	8.2%	7.3%	7.4%	7.2%	7.0%		
Total Support Cost as % of Total Cost	40.1%	40.3%	40.6%	41.7%	41.4%		
Total	100.0%	100.0%	100.0%	100.0%	100.0%		
TOTAL SUPPORT COST as % of TOTAL COST	40.1%	40.3%	40.6%	41.7%	41.4%		
TOTAL SUPPORT COST	7,032,004	7,461,849	7,517,153	7,662,805	7,915,919	883,915	12.6%
TOTAL GENERAL SUPPORT as % of TOTAL	12.3%	12.5%	12.4%	12.0%	12.0%		
TOTAL GENERAL SUPPORT	2,166,067	2,313,586	2,290,651	2,200,081	2,299,897	133,830	6.2%
EXECUTIVE DIRECTION	189,952	195,196	201,900	195,838	197,558	7,606	4.0%
HUMAN RESOURCES	201,550	219,819	212,390	208,980	211,345	9,795	4.9%
CFO	149,907	159,040	162,273	166,640	172,008	22,101	14.7%
PROCUREMENT	151,790	162,377	150,923	148,743	150,174	-1,616	-1.1%
LEGAL	55,295	62,872	60,572	60,776	60,132	4,837	8.7%
CENTRAL ADMIN SERVICES	204,377	210,156	186,158	188,992	194,071	-10,306	-5.0%
PROGRAM/PROJECT CONTROL	219,344	240,465	231,657	240,750	238,098	18,754	8.6%
INFORMATION OUTREACH	169,264	174,392	191,290	188,109	182,848	13,584	8.0%
INFORMATION SERVICES	764,335	783,255	782,690	739,327	767,223	2,888	0.4%
OTHER	60,253	106,014	110,798	61,926	126,440	66,187	109.8%
TOTAL MISSION SUPPORT as % of TOTAL	22.5%	22.6%	22.9%	23.4%	23.1%		
TOTAL MISSION SUPPORT	3,952,748	4,180,264	4,234,593	4,306,885	4,420,092	467,344	11.8%
ENVIRONMENTAL	189,084	196,202	203,040	214,959	226,233	37,149	19.6%
SAFETY AND HEALTH	745,874	800,247	811,352	838,789	817,596	71,722	9.6%
FACILITIES MANAGEMENT	575,640	582,709	532,177	541,479	535,260	-40,380	-7.0%
MAINTENANCE	852,107	890,193	868,747	907,732	938,317	86,210	10.1%
UTILITIES	387,113	427,406	471,418	454,512	494,501	107,388	27.7%
SAFEGUARDS AND SECURITY	715,150	772,171	805,369	811,983	859,386	144,236	20.2%
LOGISTICS SUPPORT	163,869	171,958	181,112	191,575	195,769	31,900	19.5%
QUALITY ASSURANCE	147,133	146,398	171,398	160,054	154,972	7,839	5.3%
LABORATORY/TECHNICAL SUPPORT	176,778	192,980	189,980	185,802	198,058	21,280	12.0%
TOTAL SITE SPECIFIC as % of TOTAL	5.2%	5.2%	5.4%	6.3%	6.3%		
TOTAL SITE SPECIFIC	913,189	967,999	991,909	1,155,839	1,195,930	282,741	31.0%
MANAGEMENT/INCENTIVE FEE	494,067	516,853	523,104	632,027	655,094	161,027	32.6%
TAXES	101,311	113,236	129,921	193,957	201,671	100,360	99.1%
LDRD / PDRD / SDRD	317,811	337,910	338,884	329,855	339,165	21,354	6.7%

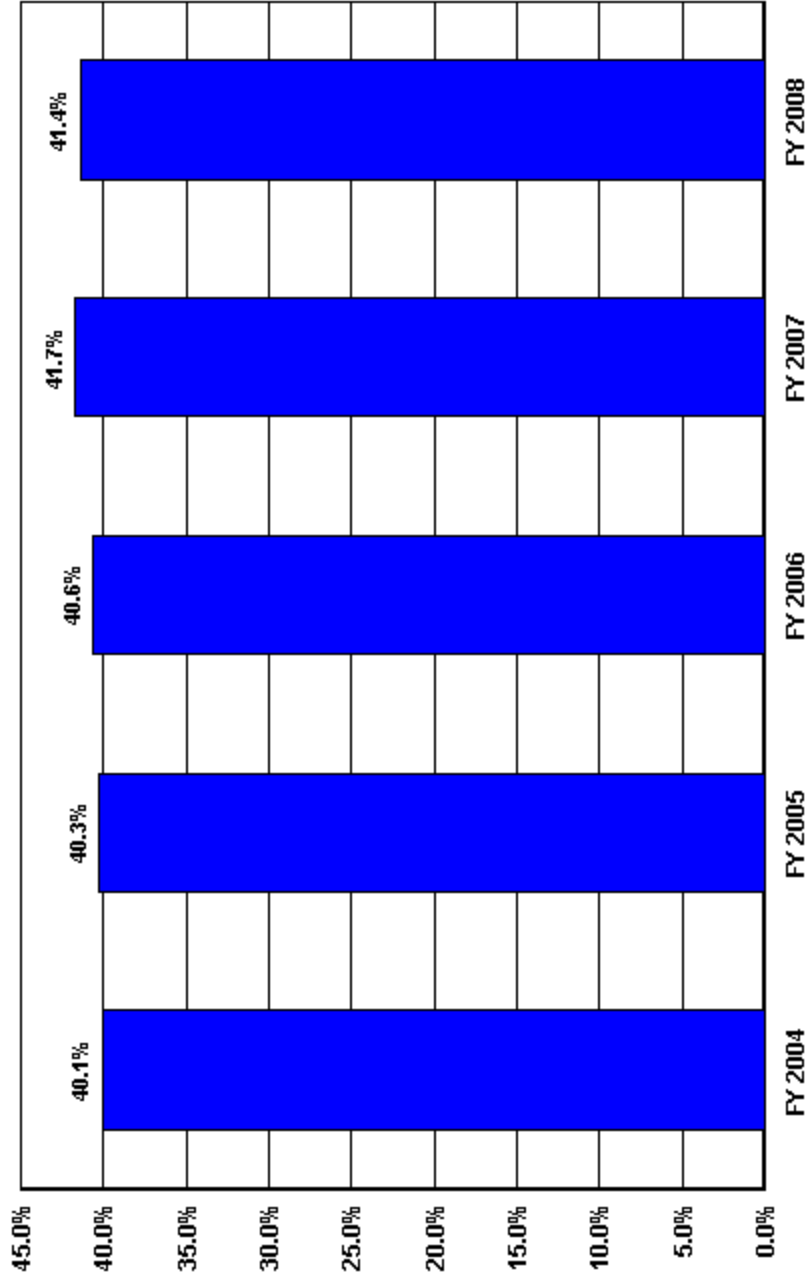
**US Department of Energy
Total Functional Support
TOTAL FOR ALL MAJOR SITE FACILITY CONTRACTORS**



■ Total Functional Support (\$ in 000's)

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008
Total Functional Support	7,032,004	7,461,849	7,517,153	7,662,805	7,915,919

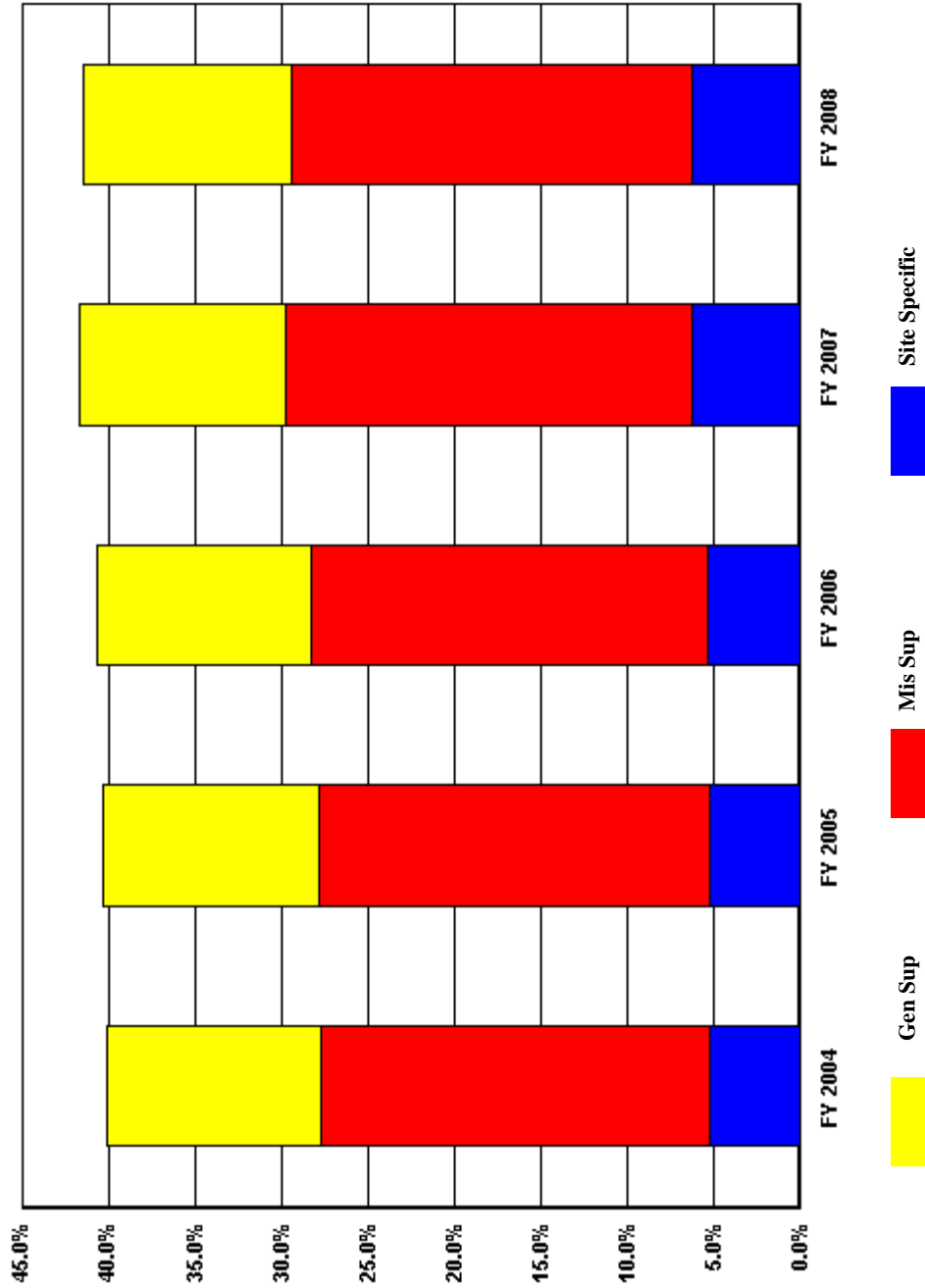
**US Department of Energy
Total Functional Support as a % of Total Costs
TOTAL FOR ALL MAJOR SITE FACILITY CONTRACTORS**



■ Total Functional Support

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008
Total Functional Support	40.1%	40.3%	40.6%	41.7%	41.4%

**US Department of Energy
Percent of Support Category to Total Costs
TOTAL FOR ALL MAJOR SITE FACILITY CONTRACTORS**



	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008
Gen Sup	12.3%	12.5%	12.4%	12.0%	12.0%
Mis Sup	22.5%	22.9%	23.4%	23.4%	23.1%
Site Specific	5.2%	5.2%	6.3%	6.3%	6.3%

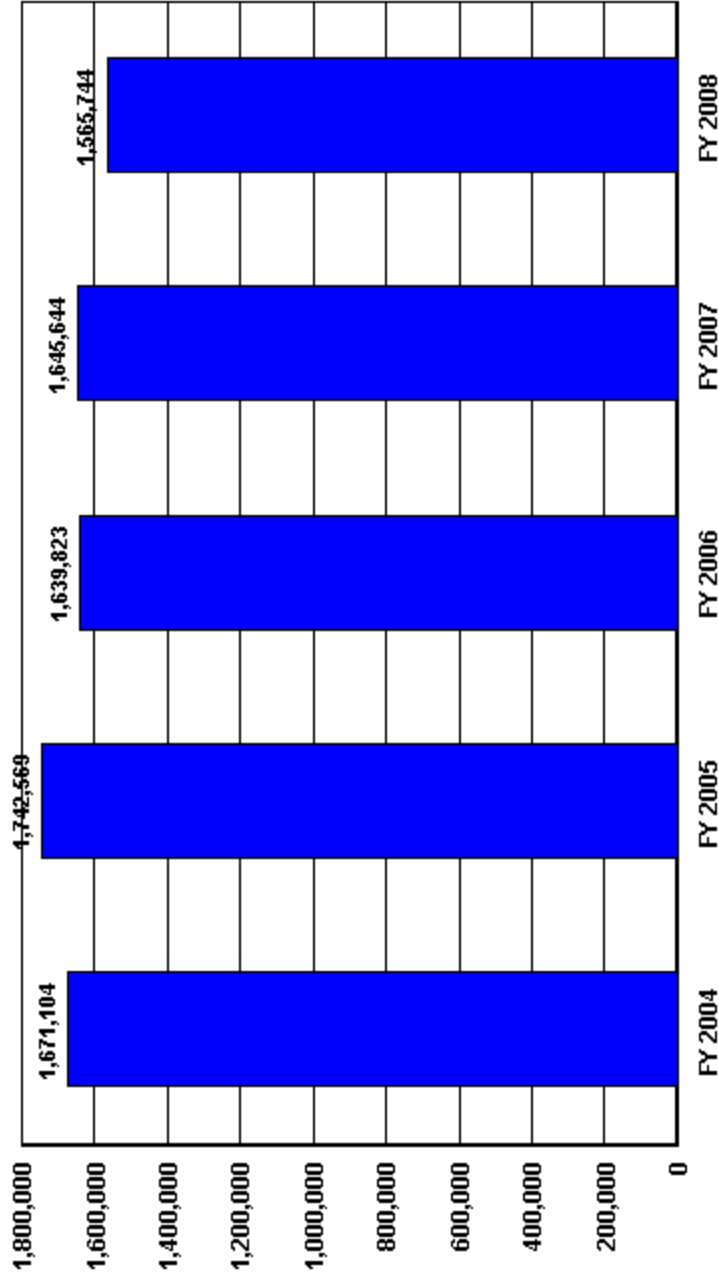
Trends in Total Support Cost by Functional Categories

Total EM Sites (\$000)

FY 2008

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	\$ Change 2004 To FY 2008	% Change 2004 To FY 2008
Total Costs	3,605,725	3,814,077	3,590,837	3,278,229	3,378,986	-226,739	-6.3%
Capital Construction	197,368	156,635	120,008	103,648	97,565	-99,803	-50.6%
Total Costs Less Construction	3,408,357	3,657,442	3,470,829	3,174,581	3,281,421	-126,936	-3.7%
Total Support Costs	1,671,104	1,742,569	1,639,823	1,645,644	1,565,744	-105,360	-6.3%
Mission Direct Operation	1,737,253	1,914,873	1,831,006	1,528,937	1,715,677	-21,576	-1.2%
Mission Direct Operation as % of Total Cost	48.2%	50.2%	51.0%	46.6%	50.8%		
Capital Construction as % of Total Cost	5.5%	4.1%	3.3%	3.2%	2.9%		
Total Support Cost as % of Total Cost	46.3%	45.7%	45.7%	50.2%	46.3%		
Total	100.0%	100.0%	100.0%	100.0%	100.0%		
TOTAL SUPPORT COST as % of TOTAL COST	46.3%	45.7%	45.7%	50.2%	46.3%		
TOTAL SUPPORT COST	1,671,104	1,742,569	1,639,823	1,645,644	1,565,744	-105,360	-6.3%
TOTAL GENERAL SUPPORT as % of TOTAL	10.8%	11.3%	10.9%	11.1%	10.1%		
TOTAL GENERAL SUPPORT	389,034	429,813	392,166	363,949	340,263	-48,771	-12.5%
EXECUTIVE DIRECTION	19,006	19,778	18,975	19,554	18,386	-620	-3.3%
HUMAN RESOURCES	43,246	41,752	42,379	40,963	41,086	-2,160	-5.0%
CFO	29,473	28,159	27,159	27,779	28,012	-1,461	-5.0%
PROCUREMENT	31,200	33,856	32,280	29,744	27,336	-3,864	-12.4%
LEGAL	10,920	11,793	10,662	10,127	8,900	-2,020	-18.5%
CENTRAL ADMIN SERVICES	39,602	40,222	30,307	31,355	31,095	-8,507	-21.5%
PROGRAM/PROJECT CONTROL	77,700	82,465	68,212	64,446	59,036	-18,664	-24.0%
INFORMATION OUTREACH	12,904	11,385	11,108	10,121	10,634	-2,270	-17.6%
INFORMATION SERVICES	111,870	107,494	100,191	100,290	97,857	-14,013	-12.5%
OTHER	13,113	52,909	50,893	29,570	17,921	4,808	36.7%
TOTAL MISSION SUPPORT as % of TOTAL	29.0%	28.3%	27.8%	30.3%	29.6%		
TOTAL MISSION SUPPORT	1,046,623	1,080,442	997,792	992,165	999,234	-47,389	-4.5%
ENVIRONMENTAL	61,293	56,937	50,791	51,006	51,770	-9,523	-15.5%
SAFETY AND HEALTH	257,558	285,747	268,180	260,247	255,587	-1,971	-0.8%
FACILITIES MANAGEMENT	87,038	88,363	71,687	72,496	70,834	-16,204	-18.6%
MAINTENANCE	229,751	233,056	200,181	203,265	203,880	-25,871	-11.3%
UTILITIES	75,963	80,378	84,064	77,458	83,132	7,169	9.4%
SAFEGUARDS AND SECURITY	169,965	168,468	168,567	182,431	189,265	19,300	11.4%
LOGISTICS SUPPORT	43,253	48,853	47,850	47,452	47,632	4,379	10.1%
QUALITY ASSURANCE	41,269	39,917	37,228	38,860	36,221	-5,048	-12.2%
LABORATORY/TECHNICAL SUPPORT	80,533	78,723	69,244	58,950	60,913	-19,620	-24.4%
TOTAL SITE SPECIFIC as % of TOTAL	6.5%	6.1%	7.0%	8.8%	6.7%		
TOTAL SITE SPECIFIC	235,447	232,314	249,865	289,530	226,247	-9,200	-3.9%
MANAGEMENT/INCENTIVE FEE	219,116	213,988	227,538	267,655	205,177	-13,939	-6.4%
TAXES	16,331	18,326	21,819	19,271	18,244	1,913	11.7%
LDRD / PDRD / SDRD	0	0	508	2,604	2,826	2,826	100.0%

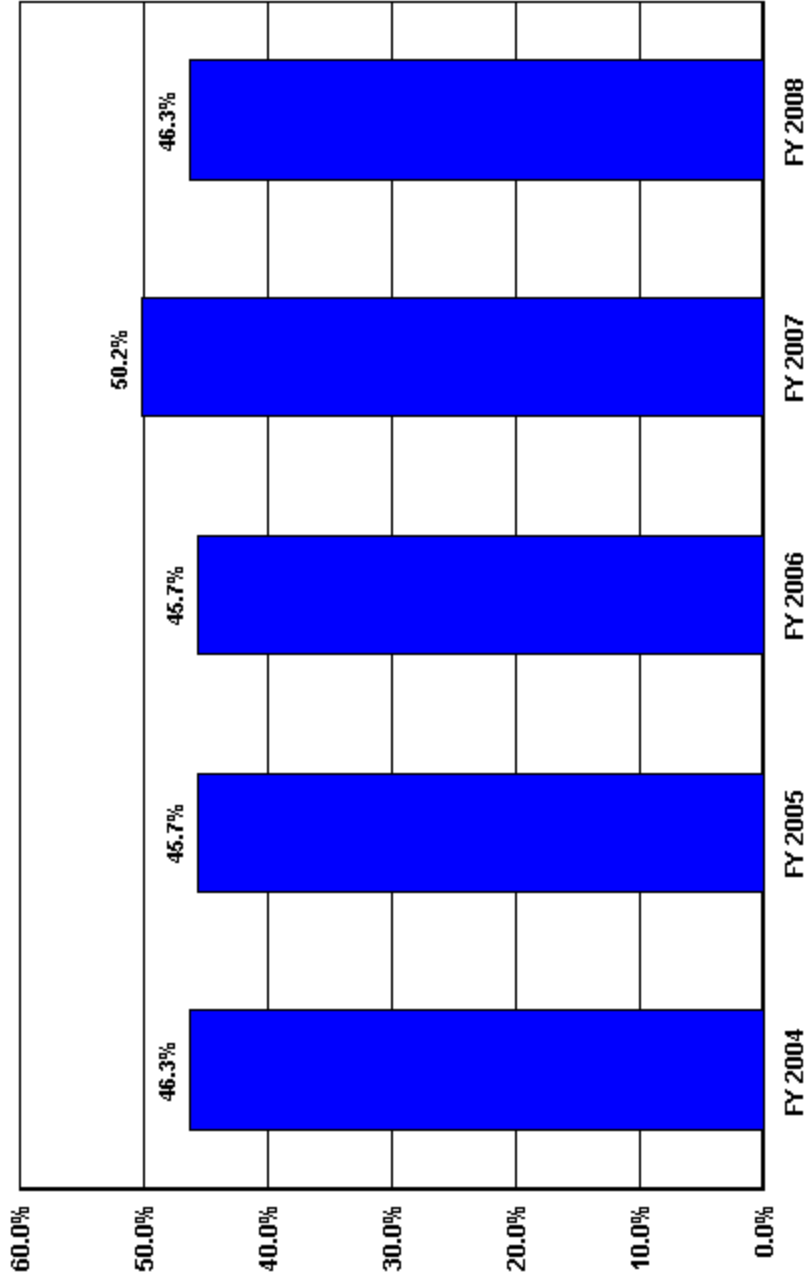
US Department of Energy
 Total Functional Support
 Total EM Sites



Total Functional Support (\$ in 000's)

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008
Total Functional Support	1,671,104	1,742,569	1,639,823	1,645,644	1,565,744

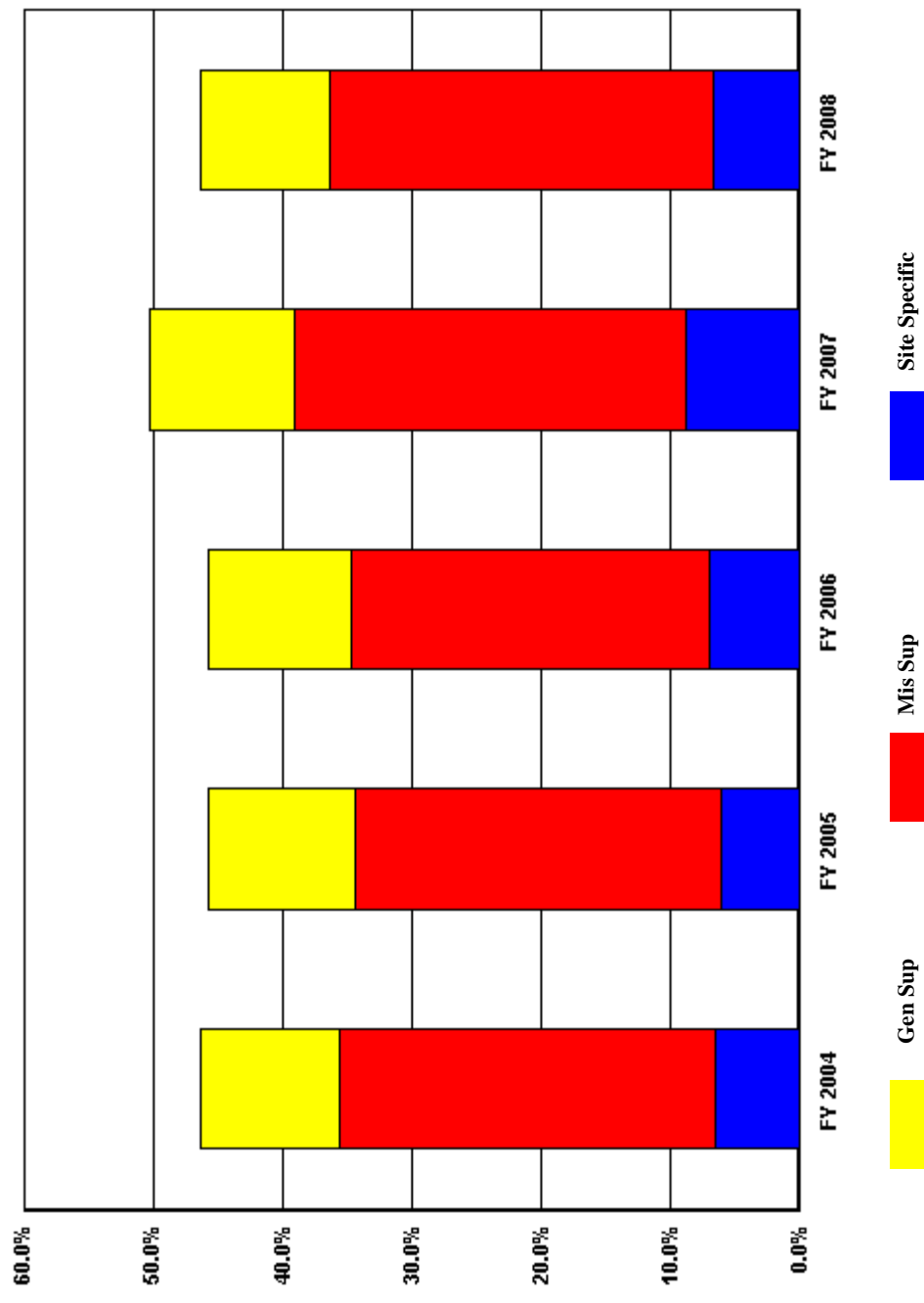
**US Department of Energy
Total Functional Support as a % of Total Costs
Total EM Sites**



■ Total Functional Support

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008
Total Functional Support	46.3%	45.7%	45.7%	50.2%	46.3%

**US Department of Energy
Percent of Support Category to Total Costs
Total EM Sites**

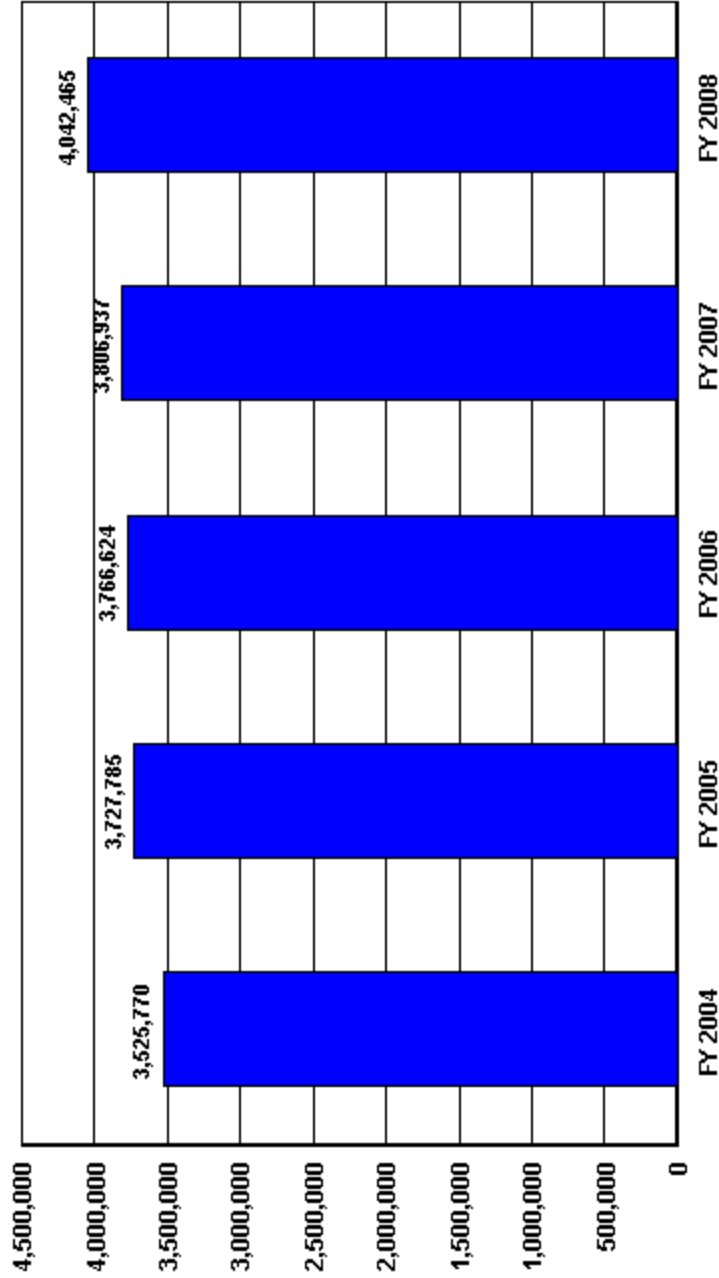


	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008
Gen Sup	10.8%	11.3%	10.9%	11.1%	10.1%
Mis Sup	29.0%	28.3%	27.8%	30.3%	29.6%
Site Specific	6.5%	6.1%	7.0%	8.8%	6.7%

Trends in Total Support Cost by Functional Categories
Total NNSA Sites (\$000)
FY 2008

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	\$ Change 2004 To FY 2008	% Change 2004 To FY 2008
Total Costs	8,776,954	9,260,922	9,198,267	9,171,500	9,399,202	622,248	7.1%
Capital Construction	773,737	768,869	800,341	736,663	749,449	-24,288	-3.1%
Total Costs Less Construction	8,003,217	8,492,053	8,397,926	8,434,837	8,649,753	646,536	8.1%
Total Support Costs	3,525,770	3,727,785	3,766,624	3,806,937	4,042,465	516,695	14.7%
Mission Direct Operation	4,477,447	4,764,268	4,631,302	4,627,900	4,607,288	129,841	2.9%
Mission Direct Operation as % of Total Cost	51.0%	51.4%	50.3%	50.5%	49.0%		
Capital Construction as % of Total Cost	8.8%	8.3%	8.7%	8.0%	8.0%		
Total Support Cost as % of Total Cost	40.2%	40.3%	40.9%	41.5%	43.0%		
Total	100.0%	100.0%	100.0%	100.0%	100.0%		
TOTAL SUPPORT COST as % of TOTAL COST	40.2%	40.3%	40.9%	41.5%	43.0%		
TOTAL SUPPORT COST	3,525,770	3,727,785	3,766,624	3,806,937	4,042,465	516,695	14.7%
TOTAL GENERAL SUPPORT as % of TOTAL	12.6%	12.7%	12.6%	11.8%	12.7%		
TOTAL GENERAL SUPPORT	1,108,136	1,176,929	1,156,245	1,080,265	1,197,546	89,410	8.1%
EXECUTIVE DIRECTION	90,692	86,869	89,485	78,786	81,455	-9,237	-10.2%
HUMAN RESOURCES	107,785	122,111	113,921	104,648	102,043	-5,742	-5.3%
CFO	61,594	64,510	64,418	60,653	65,364	3,770	6.1%
PROCUREMENT	76,261	82,231	75,528	72,341	71,391	-4,870	-6.4%
LEGAL	24,503	27,549	27,133	30,377	30,261	5,758	23.5%
CENTRAL ADMIN SERVICES	96,698	97,469	88,136	88,661	97,105	407	0.4%
PROGRAM/PROJECT CONTROL	105,388	121,639	121,895	139,252	148,092	42,704	40.5%
INFORMATION OUTREACH	64,036	64,621	79,052	77,112	68,933	4,897	7.6%
INFORMATION SERVICES	454,288	474,702	460,692	406,237	436,845	-17,443	-3.8%
OTHER	26,891	35,228	35,985	22,198	96,057	69,166	257.2%
TOTAL MISSION SUPPORT as % of TOTAL	22.1%	22.0%	22.5%	22.7%	22.5%		
TOTAL MISSION SUPPORT	1,935,399	2,041,715	2,072,805	2,083,697	2,113,747	178,348	9.2%
ENVIRONMENTAL	83,305	94,380	95,101	93,210	105,446	22,141	26.6%
SAFETY AND HEALTH	310,606	331,094	337,372	357,261	337,929	27,323	8.8%
FACILITIES MANAGEMENT	343,463	346,216	285,090	279,831	252,651	-90,812	-26.4%
MAINTENANCE	376,126	383,930	388,283	409,766	426,113	49,987	13.3%
UTILITIES	182,835	192,346	213,844	203,344	219,547	36,712	20.1%
SAFEGUARDS AND SECURITY	440,339	485,304	509,327	492,624	524,813	84,474	19.2%
LOGISTICS SUPPORT	72,398	74,845	77,111	86,319	83,819	11,421	15.8%
QUALITY ASSURANCE	72,482	71,759	89,685	79,232	75,701	3,219	4.4%
LABORATORY/TECHNICAL SUPPORT	53,845	61,841	76,992	82,110	87,728	33,883	62.9%
TOTAL SITE SPECIFIC as % of TOTAL	5.5%	5.5%	5.8%	7.0%	7.8%		
TOTAL SITE SPECIFIC	482,235	509,141	537,574	642,975	731,172	248,937	51.6%
MANAGEMENT/INCENTIVE FEE	163,930	168,268	188,642	239,788	321,919	157,989	96.4%
TAXES	73,725	84,165	96,987	163,027	171,139	97,414	132.1%
LDRD / PDRD / SDRD	244,580	256,708	251,945	240,160	238,114	-6,466	-2.6%

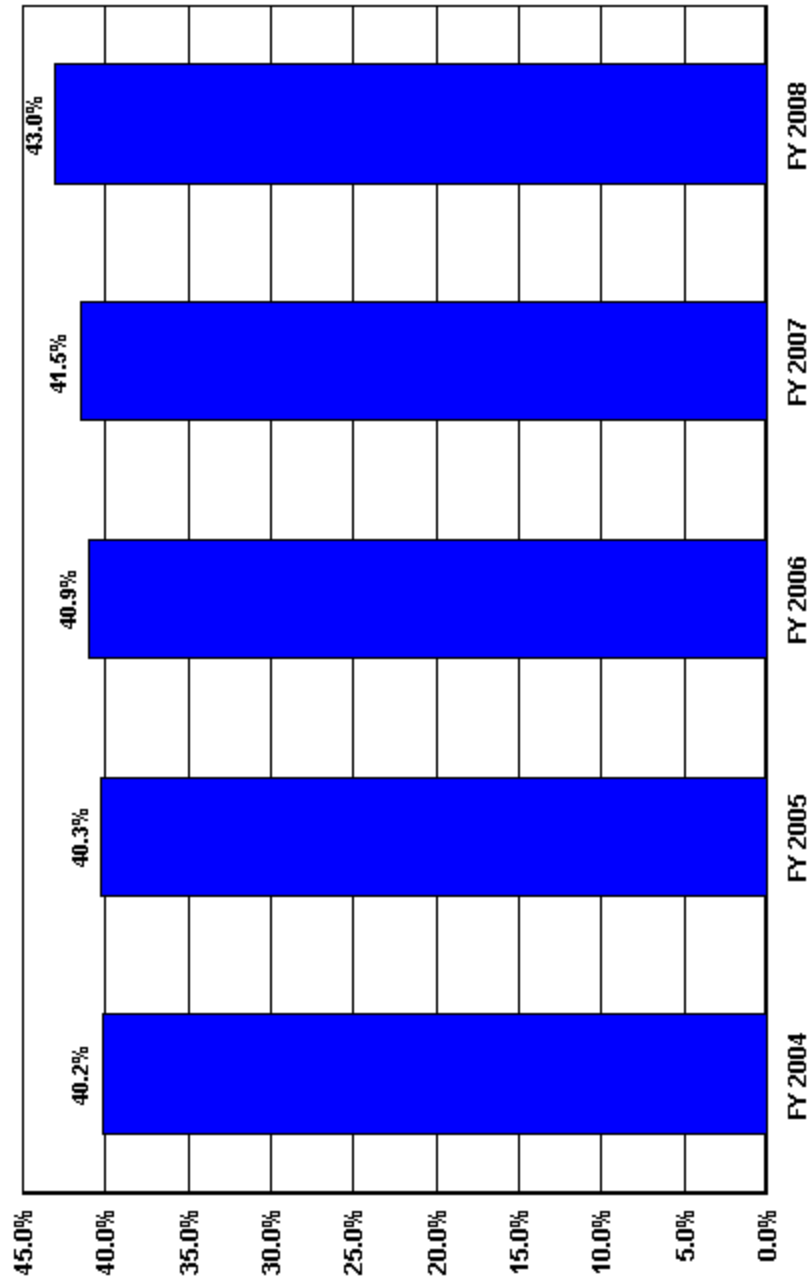
US Department of Energy
 Total Functional Support
 Total NNSA Sites



Total Functional Support (\$ in 000's)

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008
Total Functional Support	3,525,770	3,727,785	3,766,624	3,806,937	4,042,465

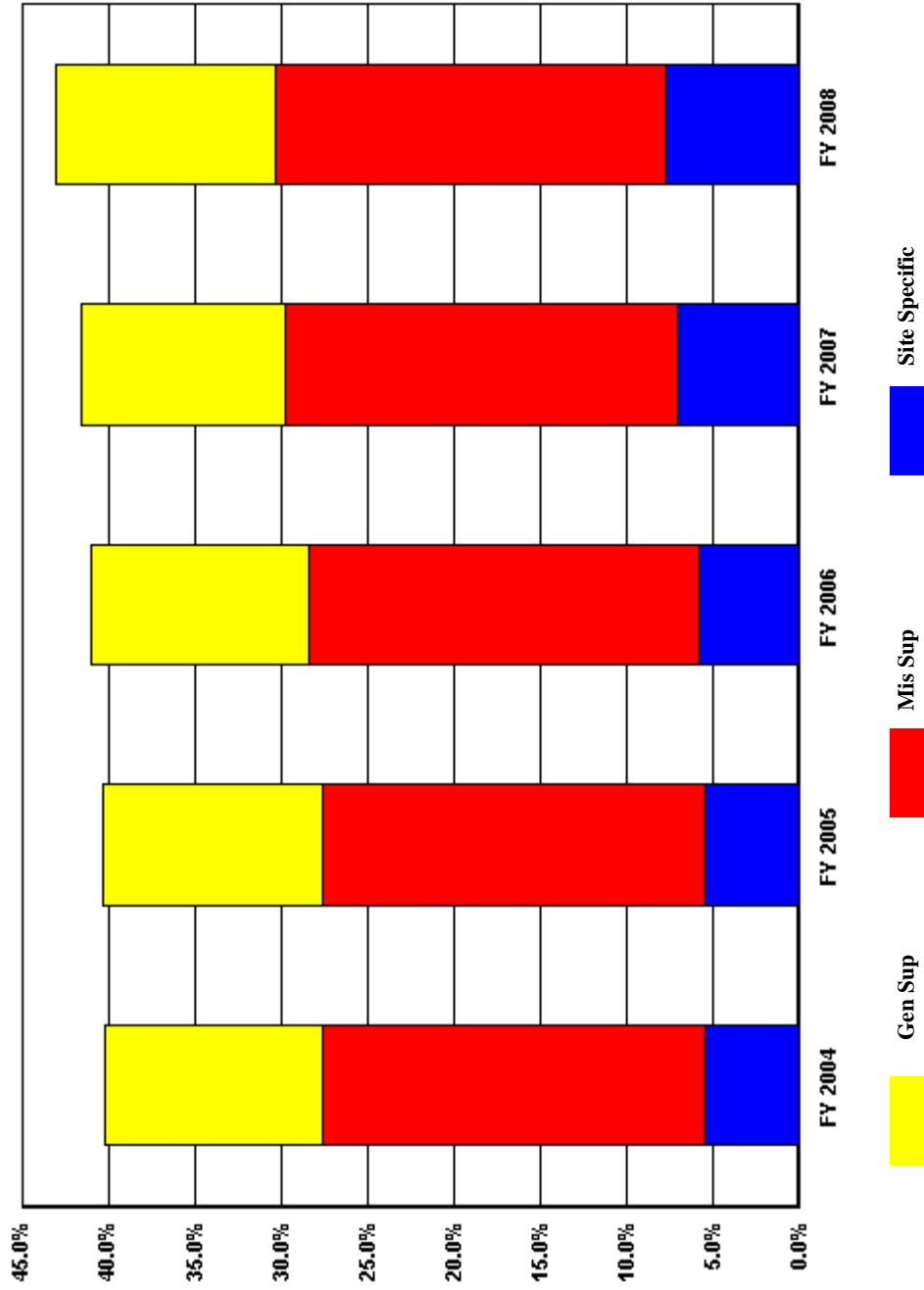
**US Department of Energy
Total Functional Support as a % of Total Costs
Total NNSA Sites**



■ Total Functional Support

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008
Total Functional Support	40.2%	40.3%	40.9%	41.5%	43.0%

**US Department of Energy
Percent of Support Category to Total Costs
Total NNSA Sites**

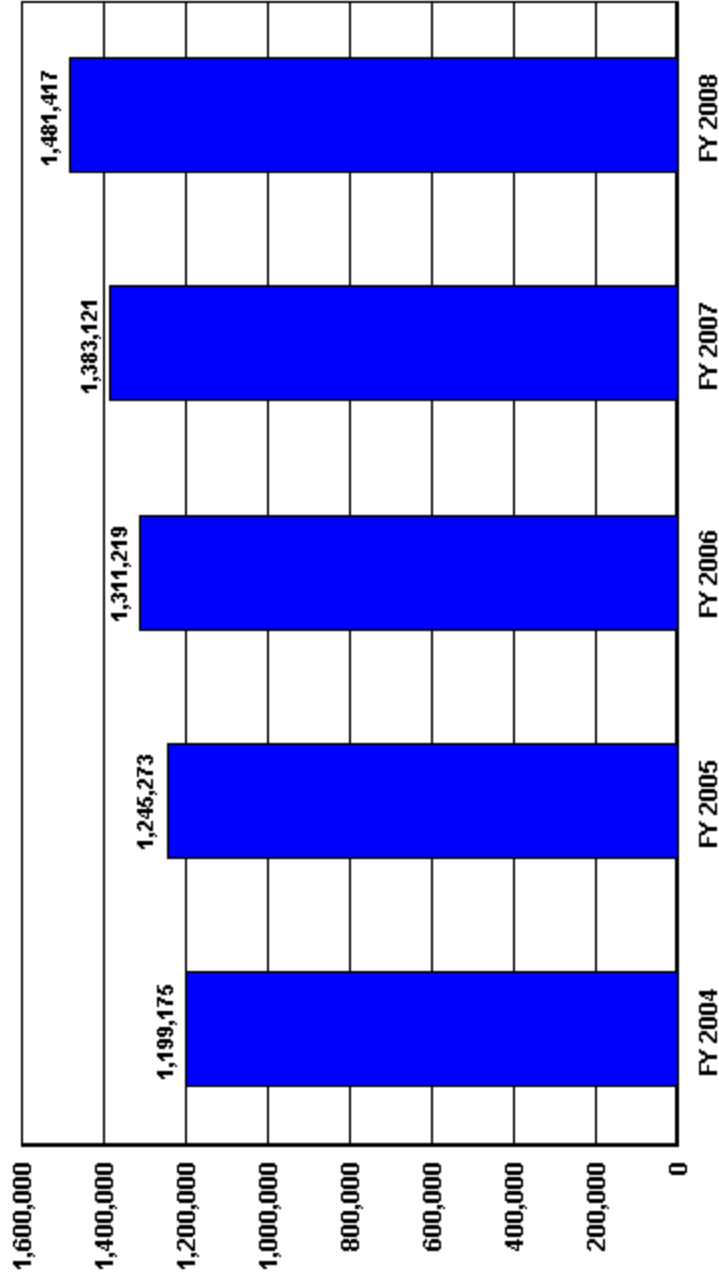


	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008
Gen Sup	12.6%	12.7%	12.6%	11.8%	12.7%
Mis Sup	22.1%	22.0%	22.5%	22.7%	22.5%
Site Specific	5.5%	5.5%	5.8%	7.0%	7.8%

Trends in Total Support Cost by Functional Categories
Total SC Sites (\$000)
FY 2008

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	\$ Change 2004 To FY 2008	% Change 2004 To FY 2008
Total Costs	3,767,686	3,923,499	3,983,621	4,152,814	4,581,207	813,521	21.6%
Capital Construction	442,388	391,537	376,523	384,625	389,030	-53,358	-12.1%
Total Costs Less Construction	3,325,298	3,531,962	3,607,098	3,768,189	4,192,177	866,879	26.1%
Total Support Costs	1,199,175	1,245,273	1,311,219	1,383,121	1,481,417	282,242	23.5%
Mission Direct Operation	2,126,123	2,286,689	2,295,879	2,385,068	2,710,760	584,637	27.5%
Mission Direct Operation as % of Total Cost	56.4%	58.3%	57.6%	57.4%	59.2%		
Capital Construction as % of Total Cost	11.7%	10.0%	9.5%	9.3%	8.5%		
Total Support Cost as % of Total Cost	31.8%	31.7%	32.9%	33.3%	32.3%		
Total	100.0%	100.0%	100.0%	100.0%	100.0%		
TOTAL SUPPORT COST as % of TOTAL COST	31.8%	31.7%	32.9%	33.3%	32.3%		
TOTAL SUPPORT COST	1,199,175	1,245,273	1,311,219	1,383,121	1,481,417	282,242	23.5%
TOTAL GENERAL SUPPORT as % of TOTAL	11.4%	11.2%	11.1%	11.1%	10.7%		
TOTAL GENERAL SUPPORT	429,345	441,095	441,068	461,729	488,822	59,477	13.9%
EXECUTIVE DIRECTION	55,702	60,751	57,223	56,918	59,887	4,185	7.5%
HUMAN RESOURCES	32,289	33,059	33,552	36,012	41,517	9,228	28.6%
CFO	44,732	47,963	52,702	55,516	59,077	14,345	32.1%
PROCUREMENT	28,635	29,256	30,249	33,336	36,008	7,373	25.7%
LEGAL	11,486	11,106	10,155	10,891	12,370	884	7.7%
CENTRAL ADMIN SERVICES	36,095	39,306	37,086	38,983	41,613	5,518	15.3%
PROGRAM/PROJECT CONTROL	12,499	11,883	10,741	13,199	13,932	1,433	11.5%
INFORMATION OUTREACH	68,346	74,537	75,979	74,207	77,201	8,855	13.0%
INFORMATION SERVICES	122,758	120,543	128,043	136,294	142,405	19,647	16.0%
OTHER	16,803	12,691	5,338	6,373	4,812	-11,991	-71.4%
TOTAL MISSION SUPPORT as % of TOTAL	17.5%	17.5%	18.6%	19.1%	18.7%		
TOTAL MISSION SUPPORT	657,837	685,683	742,504	792,491	855,978	198,141	30.1%
ENVIRONMENTAL	35,963	33,146	37,273	41,342	46,227	10,264	28.5%
SAFETY AND HEALTH	110,166	106,956	118,772	129,143	140,835	30,669	27.8%
FACILITIES MANAGEMENT	99,914	101,529	122,225	123,970	137,748	37,834	37.9%
MAINTENANCE	165,324	173,482	187,177	201,374	212,737	47,413	28.7%
UTILITIES	108,243	126,323	139,037	142,394	160,514	52,271	48.3%
SAFEGUARDS AND SECURITY	56,017	61,116	62,540	69,861	68,287	12,270	21.9%
LOGISTICS SUPPORT	30,743	29,025	29,874	29,565	31,375	632	2.1%
QUALITY ASSURANCE	11,078	11,072	13,205	18,795	20,342	9,264	83.6%
LABORATORY/TECHNICAL SUPPORT	40,389	43,034	32,401	36,047	37,913	-2,476	-6.1%
TOTAL SITE SPECIFIC as % of TOTAL	3.0%	3.0%	3.2%	3.1%	3.0%		
TOTAL SITE SPECIFIC	111,993	118,495	127,647	128,901	136,617	24,624	22.0%
MANAGEMENT/INCENTIVE FEE	43,085	46,031	50,567	52,442	50,539	7,454	17.3%
TAXES	6,556	6,975	6,292	7,087	7,124	568	8.7%
LDRD / PDRD / SDRD	62,352	65,489	70,788	69,372	78,954	16,602	26.6%

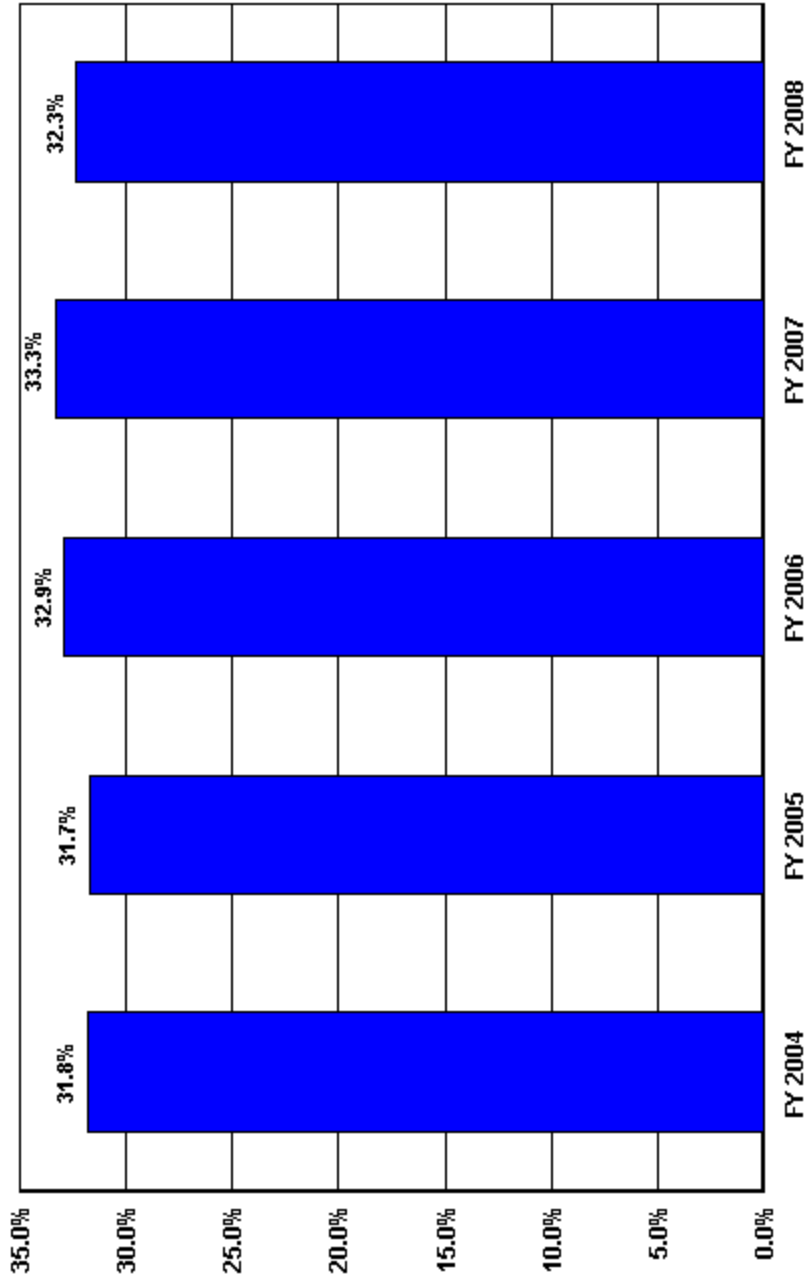
US Department of Energy
 Total Functional Support
 Total SC Sites



Total Functional Support (\$ in 000's)

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008
Total Functional Support	1,199,175	1,245,273	1,311,219	1,383,121	1,481,417

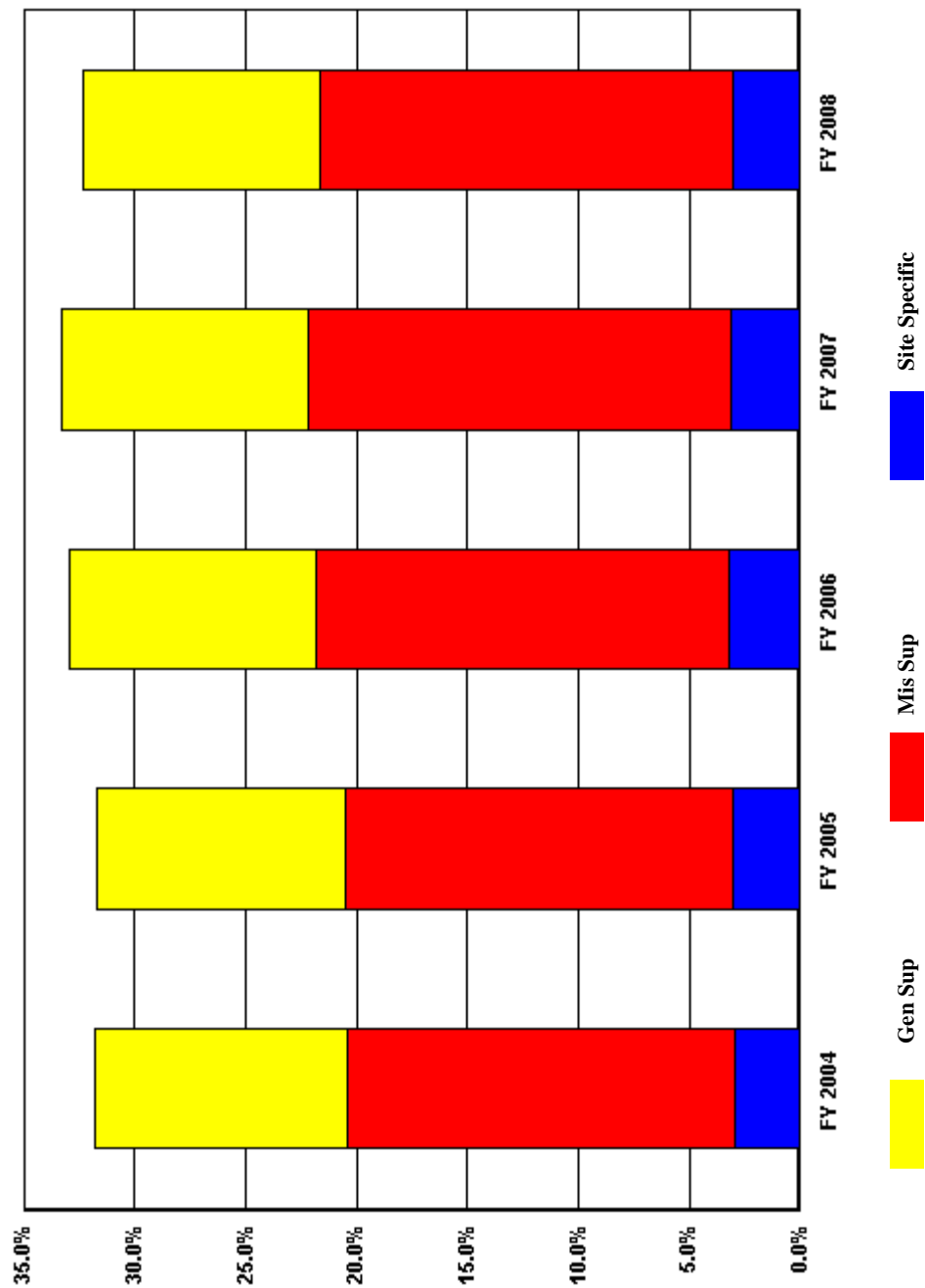
**US Department of Energy
Total Functional Support as a % of Total Costs
Total SC Sites**



■ Total Functional Support

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008
Total Functional Support	31.8%	31.7%	32.9%	33.3%	32.3%

**US Department of Energy
Percent of Support Category to Total Costs
Total SC Sites**



	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008
Gen Sup	11.4%	11.2%	11.1%	11.1%	10.7%
Mis Sup	17.5%	18.6%	19.1%	19.1%	18.7%
Site Specific	3.0%	3.0%	3.1%	3.1%	3.0%

APPENDIX A - DEFINITIONS

* **Signifies the definition has been revised since the FY 2005 report.**

A. General Terms

1. ***Capital/construction** - Prime capital and construction cost related to Line Items, Capital Equipment and General Plant Projects. This includes the cost of Institutional General Plant Projects and Capital Equipment that are paid for with indirect funds. All identifiable support cost should be included in the appropriate general support, mission support or site specific categories.
2. ***Functional Support Cost**: The Department's major sites are funded from multiple appropriations and programs. These appropriations and programs represent the Department's missions as defined by Congress. There are many activities necessary that provide support to carry out these core missions. The cost of these activities is assigned to programs either directly or indirectly. Once charged or assigned they are usually absorbed into the cost of the mission activity and are not uniquely identified in the financial systems. Functional Support cost is intended to capture these costs at their point of origin, prior to any distributions, and provide visibility for management.

For reported Functional Support Cost purposes the Department has defined the following categories and subcategories:

- General Support: Executive Direction, Human Resources, CFO, Procurement, Legal, Central Administrative Services, Program/Project Planning & Control, Information Outreach, Information Services and Other.
- Mission Support: Environmental, Safety and Health; Facilities Management; Maintenance; Utilities; Safeguards and Security; Logistic Support; Quality Assurance; and Laboratory/Technical Support.
- Site-Specific: Management/Award Fee/Incentive Fee, Taxes and LDRD/PDRD/SDRD.

Functional support cost attributes:

- Determined in accordance with these definitions.
- Determined without regard to funding source.
- Determined without regard to Cost Accounting Standards (CAS) classification of indirect or direct. May be defined as indirect or direct in CAS Disclosure Statement.

- Determined prior to overhead distributions so costs are prime (direct labor, direct material and other direct costs).
- Costs are usually assigned to more than one program.
- Represent activities necessary to complete mission, but are not mission activities.
- Crosscuts costs by programmatic budget reporting classification as recorded in DOE financial systems. Functional Support cost and Mission Direct cost together at each site should equal the contractor's total cost. However, there are some sites that combine two contractors' costs into one report (such as the inclusion of a security contract), or sites where DOE pays the security costs but has the prime contractor included it in their functional cost report. In these cases the reported costs will be higher. All Functional Support and Mission Direct costs together should equal the total DOE contractor cost with those exceptions.
- Includes the cost of work performed for and charged to other DOE sites. In other words, the performing site includes the cost of doing the work for other DOE sites in their functional cost report. The site having the work done does not include the cost.

3. **General Support:** Represents cost categories which would exist regardless of the specific mission.
4. ***Mission Direct:** For purposes of reporting, Mission Direct cost is all the costs that do not meet any of the "support" definitions provided in this guidance. These are generally prime costs (direct labor, direct material and other direct costs) incurred to directly accomplish the Department's mission. These represent activities that may be funded directly or indirectly.
5. **Mission Support:** Represents support cost categories that exist solely due to the unique mission being accomplished.
6. **Site Specific:** Represents cost categories not defined as general support, mission support or construction.
7. ***Support Cost By Functional Activity (SCFA) System:** This system is used to collect and report Functional Support Cost. The web address for the SCFA is <https://scfa.doe.gov>. Your computer or workstation must have access through DOE-Net, the DOE Firewall. A user can request a password and user-ID at the web site.
8. **Total Cost:** Includes Mission Direct, Construction and Functional Support Costs and is equal to total program costs.

B. All 22 Support Cost Categories

General Support

1. **Executive Direction** - Includes costs normally associated with the executive level of management. Examples of activities in this account may be the Laboratory Director, President and other top level management and immediate staff (Secretary, Special Assistants, etc.), Science Advisors and Deputy Directors, Vice Presidents, etc. This category also includes Total Quality Management (TQM) type activities, such as the development and administration of Total Quality Improvement Plans, cost savings and reengineering programs administration, etc.; and institutional/strategic planning, including development and control, and any site specific development. All other management/supervisor activities, including related incidental costs, should be reported in the appropriate support/mission category.
2. **Human Resources** - Includes costs associated with recruiting, wage and salary administration, equal employment opportunity and diversity activities, benefits administration, employee concerns programs, central training development services (job specific training development curriculum should be included in the specific category to which it applies), industrial relations, personnel records, employee claims, adjudications, grievances, arbitration, educational programs providing for undergraduate and graduate course work and other personnel services.
3. **Chief Financial Officer** - Includes costs associated with activities of a financial nature, such as general accounting, payroll, travel accounting, funds control, cost accounting, financial systems management and non-project/program specific budget coordination and control, such as indirects and internal audit.
4. **Procurement** - Includes costs associated with activities related to make/buy decisions, contracting, purchasing, contract administration (including prime) and acquisition of resources to conduct activities, as well as to conduct audit and cost/price analysis activities.
5. **Legal** - Includes costs associated with legal counsel support and litigation support. Includes outside legal support and ethics functions.
6. ***Central Administrative Services** – Includes costs associated with travel reservation support, food service, printing and graphic support services including cost-per-copy contracts (convenience copiers), records management, and all library-related activities. Also includes clerical support pool costs, but does not include the cost of secretarial and clerical positions that are permanent in nature and directly support another category or mission direct. These should be included in the respective category (or mission direct) they support, even if they are considered in a secretarial or clerical pool.

7. ***Program/Project Planning & Control** - Includes cost associated with support and execution of program/project budgeting, funding requests, baseline control and preparation (including planning, scheduling, coordination, change control, cost estimating, and program specific reporting and analysis). Also includes master scheduling, project management system administration, and baseline pricing and validation efforts. This category does not include actual program/project management functions. This type of cost should be reported in the specific mission or support categories it is related to.
8. ***Information/Outreach Activities** - Cost associated with media communication, public relations, technology transfer, business development, technical information management, educational programs, employee outreach program, stakeholder-related outreach, activities contributing to the development of the local/regional economy, and other information or outreach activities such as HBCU (Historically Black Colleges and Universities) and other University-related activities, including stakeholder agencies and Washington, D.C., liaison activities. This category includes:

Information Outreach Activities:

Public Relations/Information – includes all cost associated with activities which provide non-technical information about the M&O Contractor and its activities to the general public, news media, etc.

Technology Transfer/Business Development – Includes all cost associated with activities that encourage the further development of promising technologies; disseminate information to appropriate researchers, organizations, industry, governmental bodies and other institutions; and other activities that assist in affecting the introduction of technologies into the marketplace.

Technical Information Management – Includes all cost associated with activities to develop and make available technical information.

Employee Outreach Programs – Includes all cost associated with activities by employees utilizing their technical expertise for the benefit of external stakeholders.

Other Information Outreach Activities – Includes all cost associated with other outreach activities that are not defined above.

Stakeholder-Related Outreach – Community relations and education programs to promote enhanced understanding of the site by local and State stakeholders.

9. **Information Services** - Costs associated with Automated Data Processing (ADP) services (central computer facilities and service organizations including business and scientific), communications (mail, both electronic and hard copy including postage, subcontracted delivery services, etc.), networking (groups of computers that communicate with each other, share peripherals and access remote hosts or other networks) and telecommunications services (communication by electronic submission of impulses over telephone/optic lines including cell phones). Includes pagers and related systems, but not the maintenance of these systems. Also includes computer

leases. Does not include computer bill-out rates in any other functional category. This category includes systems analysts/programmers; however, specific systems management and administrative costs for various business and scientific systems should be included in their respective functional categories. (Note: Dedicated scientific activities, experiments, analysis, etc., should be included in the appropriate category. Also computer hardware maintenance activities are to be reported within the maintenance category.)

10. ***Other** - Cost which is not identified in another functional cost category. This includes legal settlements (excluding attorney fees), workforce restructuring activities (severance, benefits and outplacement services), general company liability insurance expenditures, contractor transition cost and legacy workers' compensation cost. Specifically identify significant cost activities and provide footnotes.

Mission Support

11. ***Environmental** - (Note: only the "Permitting" section of this definition changed.) Includes costs associated with the development, implementation and maintenance of effluent controls, environmental monitoring and surveillance, permitting, auditing and evaluation to assure environmental compliance and pollution prevention. These activities, performed on a routine basis, are necessary to maintain compliance with Federal, State and local regulations, as well as applicable DOE Orders and directives. This category does not include actual waste storage or cleanup activities. The category includes:

Effluent and Environmental Monitoring and Surveillance - Monitoring activities include data base monitoring as required by DOE directive or compliance monitoring as required by the environmental regulatory authorities, such as air and water monitoring. (Note: Actual sample analysis should be included in Laboratory Support or Other Technical Support Activities.)

Permitting - Includes activities involved in the preparation, certification and maintenance of environmental permits and permit applications. Also includes those activities involved in reporting the results of environmental monitoring, analysis and evaluation. These activities are necessary to obtain permits from regulatory agencies regarding plant releases, discharges and/or material storage. (Note: Environmental Impact Statement costs and related activities are to be included in the appropriate category they support.)

Auditing and Evaluation - These audits are done as a routine mechanism to ensure environmental compliance with internal and external directives, including the National Environmental Policy Act (NEPA). Encompasses costs associated with implementation of the Environmental, Safety and Health Compliance Assessment activities (such as related "Tiger Team" activities). Also includes the development of performance objectives and environmental auditing procedures.

Non-Environmental Management Waste Management - The Non-EM Waste Management functional area includes those activities addressing the treatment, storage and disposal of wastes. Activities include characterization and certification of waste to ensure its proper treatment or disposal; waste handling and temporary storage activities, such as operation of 90-day satellite accumulation areas for the storage of hazardous waste; operation and management of all waste treatment and disposal systems; and final disposal of all wastes.

12. ***Safety & Health** - Costs associated with safety and health programs, such as emergency preparedness, fire protection, industrial hygiene, industrial safety, occupational medical services, nuclear safety, work smart programs, radiation protection, transportation safety (does not include traffic management functions – include this item in logistics) and management oversight. This category excludes remediation which is included in mission direct. Further definitions are as follows:

Emergency Preparedness – Emergency Preparedness includes all those activities that are intended to provide personnel with a special capability to respond to incidents and accidents, excluding fire protection activities described in the next section. Activities in this area include maintenance inspection of emergency facilities and equipment; emergency response team; personnel training; developing and implementing drills and exercises; purchase of self-help supplies; maintaining and updating emergency management and self-help plans based on site specific safety analyses; coordination with State and local authorities and Federal Agencies. This area excludes plant and equipment that are part of safety systems relied upon to prevent or mitigate accidents (HVAC process monitors, facility egress signs and equipment, etc.), as they are addressed in Industrial Safety or Nuclear Safety.

Fire Protection – Fire Protection includes all those activities that are intended to prevent, detect, alert and suppress fires. Activities in this area include inspection and testing of fire prevention, detection (e.g., alarm systems) and suppression systems; fire fighting and emergency response, loss prevention; operation of ambulances and fire fighting equipment; testing and inspection of fire protection equipment and alarm systems; flammable and explosive material control; Federal, state and local certification and training, such as the National Fire Protection Association certification; review of construction and design plans for fire hazards; dispatch centers and mutual aid agreements with local authorities. This area excludes those fire protection activities and/or systems that are solely for the benefit or protection of nuclear systems, storage areas and/or processes (e.g., glove box inerting systems). These excluded activities are to be included in Nuclear Safety.

Industrial Hygiene (IH) – Industrial Hygiene includes all those activities that are intended to provide protection to workers from physical and chemical hazards. IH is concerned with recognizing, evaluating and controlling hazards for solvents, carcinogens, non-ionizing radiation, asbestos, beryllium, heat stress, noise and ventilation systems. Activities in this area include interpreting regulations and policy, developing engineering and administrative controls, performing inspections and

assessments, sharing best practices and lessons learned, reengineering tasks, identifying hazardous materials (but not removal of), and written and verbal communication of real and perceived hazards. Include radiological and non-radiological laundry services. Exclude medical surveillance and employee medical records, which are covered in Occupational Medical Services. Exclude exposure of workers to radioactivity which is covered in Radiation Protection (note that non-ionizing radiation is included).

Industrial Safety (IS) – Industrial Safety includes all those activities that are intended for the protection of workers from physical trauma in the areas of electrical safety; laser protection; ergonomics; machinery and machine guarding; personnel protection from slips, trips and falls; compressed gas and pressure system safety; hoisting, rigging and material handling; lockout/tag-out; confined space controls; platform man-lift and scaffolding usage; safe surfaces for walking and working; cutting, welding and boring safety; hand and portable power tool safety; explosives and hazardous material handling, storage and use; construction safety; firearms safety; and facility egress. Activities in this area include interpreting regulations and policy, developing engineering and administrative controls, performing inspections and assessments, sharing best practices and lessons learned, and conducting accident investigations. Include Personnel Protection Equipment (PPE) such as hard hats, gloves, safety glasses, safety shoes, noise protection and respirators. Include the purchase and installation of physical plant and equipment that are part of industrial safety systems relied upon to prevent or mitigate accidents (e.g., HVAC process monitors, facility egress signs and equipment, etc.)

Occupational Medical Services – Occupational Medical Services includes all those activities that are intended to ensure that workers are physically and psychologically capable of performing their assigned work duties and protected from hazards that may result in adverse health effects. Activities in this area include providing a comprehensive occupational medical program, including employee health examinations for pre-placement and qualification, periodic, return to work, fitness for duty and termination examinations; eye examinations; diagnosis and treatment of occupational illnesses and injuries; employee health counseling (employee assistance program and wellness); maintenance of medical records; emergency medical treatment and triage; specialized medical equipment; and immunization programs.

Nuclear Safety – Nuclear Safety includes activities that are intended to maintain criticality safety and nuclear operations safety. Activities in this area include control of systems and parameters within sub critical limits, and use of systems, procedure, equipment, analyses, programs, and personnel to ensure safe nuclear reactor and nuclear non-reactor operations. Include fire protection activities and/or systems that are solely for the benefit or protection of nuclear systems, storage areas and/or processes (e.g., glove box inerting systems).

Radiation Protection – Radiation Protection includes all those activities that are intended to control exposures of workers and the public to radioactivity. Activities in

this area include interpreting regulations and policy; developing engineering and administrative controls and procedures; performing inspections and assessments; sharing best practices and lessons learned; conducting event investigations; personnel dosimetry; bioassay and ALARA (As Low As Reasonably Achievable) programs; creating and maintaining radiation exposure records; and responding to exposure of workers to radioactive contamination. Also includes verifying effectiveness of engineered controls, such as control equipment for radiation sources; interlocks, instrumentation, and shielding for radiation-generating devices; control of paths for inhalation or ingestion of radiation; equipment used to minimize or mitigate external exposure; fixed and portable instrumentation for radiation detection and measurement; and contamination control.

Transportation Safety – Transportation Safety includes all those activities that are intended to ensure safe packaging and transportation. Activities in this area include packaging certification; coordination of intra-building and on-site movements and transfers; off-site and international shipments; transportation (including marking and labeling) of material; maintenance inspection of transportation equipment; testing and technology of transportation operators; aviation safety; motor vehicle safety; water craft safety; and rail safety.

Management and Oversight – Management and Oversight includes all those activities that are intended to coordinate, direct, integrate and control Safety and Health (S&H) activities **across multiple areas**. Activities in this area include S&H documentation and document control activities; configuration management; providing training, S&H performance trending, analyses and lessons learned feedback; corrective action tracking; S&H self-assessment activities; dedicated internal S&H personnel; coordination and communication with DOE, State and local authorities; internal audits and surveillance; external S&H program reviews; operational readiness reviews; and performance and documentation of comprehensive safety analyses. Nuclear safety analyses are included in Nuclear Safety. Program elements such as quality assurance, management systems, oversight and physical infrastructure are inherent to all areas and are intended to be accounted for in the specific areas.

13. ***Facilities Management** - Cost associated with efforts that either create or improve property plant and equipment, and do not meet the capitalization criteria; or support activities that create or improve property, plant and equipment. Facilities management activities add to existing property, plant and equipment or extend the life of existing property, plant and equipment. This is distinct from maintenance activities. Maintenance activities only sustain existing property, plant and equipment in a usable condition and do not result in increasing capabilities of existing property, plant or equipment. Examples of activities in this category are: facilities remodeling, facilities utilization analysis, modification and upgrade analysis, facilities planning and condition determinations, and lease and rental of real property. Rents and leases of other than real property are included in the appropriate category. Facilities Management includes engineering activities such as HVAC systems, electrical

mechanical activities, and repair and maintenance analysis if they extend the current useful life or result in improvements beyond existing capabilities.

- 14. *Maintenance** - Includes the cost of actual work incurred to sustain or continue the functionality of property, plant and equipment. It includes all phases of maintenance: preventive maintenance, predictive maintenance and corrective maintenance. This category includes all maintenance activities regardless of source of funds. (Note: All maintenance is included even though it is recognized these costs are incurred in support of other support and mission categories.) Maintenance activities include:

Preventive Maintenance - includes all those systematically planned and scheduled actions performed for the purpose of preventing equipment, system or facility failure.

Predictive Maintenance - includes actions necessary to monitor, find trends and analyze parameters associated with equipment, systems or facilities that are indicative of decreasing performance or impending failure.

Corrective Maintenance - The repair of failed or malfunctioning equipment, system or facility to restore the intended function or design condition. This maintenance does not result in significant extension of expected useful life. Includes asbestos removal and material replacement.

Facilities Maintenance

Cost to perform activities that sustain or continue existing functionality of real property. These are not activities that increase functionality or extend useful life. Costs that increase functionality or that extend useful life are treated in accordance with the capital assets accounting requirements. Maintenance functions include supervision, planning and scheduling, and storage and staging of materials and supplies. All phases of maintenance are included: preventive, predictive and corrective maintenance. Major functions also included in this category are the cost of janitorial services, pest control and other services to keep these facilities usable.

General Maintenance

Costs to perform activities that sustain or continue existing functionality of all other property and equipment not included in facilities maintenance. These are not activities that increase functionality or extend useful life. Costs that increase functionality or that extend useful life are treated in accordance with the capital assets accounting requirements. Examples of functions included in this category are: maintenance on production and process equipment/machines; computer hardware and network maintenance; maintenance of roads and grounds; maintenance of utilities; calibration, care, repair and storage of equipment used in monitoring, or the actual performance of, maintenance work; and planning and scheduling, and storage and staging of materials and supplies.

- 15. Utilities** - Costs include utility-related engineering associated with labor, operating plants and equipment, contract services for fuel, water treatment chemicals, or

support needed to provide electric power, heat, steam, chilled water, potable water, process gases and sanitary waste disposal to support business and research. This element includes all costs associated with contract services in support of utilities, such as fuel, water treatment chemicals and control systems (also include energy management related activities). Utilities include:

Central Steam Facility - Includes the fuel handling and storage facilities, all assigned personnel and the main steam distribution system.

Central Chilled Water Facility - Includes all assigned personnel and the main chilled water distribution system.

Water Supply System - Includes wells, treatment facilities, storage tanks, the main distribution system and all assigned personnel.

Sanitary Waste Disposal System - Includes the main collection system, refuse collection (internal as well as contracted services), treatment facilities and all assigned personnel.

Electrical Power - Distribution system including main substations and high-voltage distribution systems, and all assigned personnel, as well as all electricity purchases.

16. **Safeguards and Security** – Includes all costs associated with the development and implementation of a Safeguards and Security Program to protect nuclear materials, nuclear weapons, classified information and government property from theft, sabotage, espionage, or other acts that may cause adverse impacts on national security or to the health and safety of the public and employees. Specifically includes the following:

Program Direction - Includes all persons and operating costs for program management; vulnerability assessment; safeguards and security alarming process; professional development and training; inspections, surveys, assessments, facility approval (including Foreign Ownership, Control or Influence), tests and evaluations; policy oversight and administration and technology development oversight and program management, associated with the Safeguards and Security Program.

Protective Forces - Includes all personnel and operating costs associated with Protective Forces. This includes such things as salaries, overtime, benefits, travel, materials and supplies, uniforms, equipment, facilities, vehicles, helicopters, training, communications, federal and contractor management and oversight of protective forces.

Physical Security Protection Systems - Includes all personnel and operating costs associated with designing, installing, performance testing, contraband detection, alarm communications and control, intrusion detection and assessment, barriers and

access denial, entry and egress control, and vital components tampering and monitoring.

Transportation - All security-related transportation costs for transport of special nuclear materials, weapons and other classified material. Includes such costs as personnel, equipment, facilities security upgrades to vehicles and communications. Transportation costs associated with off-site shipment of wastes should be included in the Mission Category.

Information Security - Includes all personnel and operating costs associated with classified documents and material, classification, unclassified controlled nuclear information, security infractions, computer security, technical surveillance countermeasures and operations security.

Material Control and Accountability (MC&A) - Includes all personnel and operating costs associated with control and accountability of special nuclear materials (SNM), nuclear weapons, test devices and weapons components. Includes MC&A access areas, surveillance, containment, detection, assessment, testing, transfers, verifications and measurements, inventories, reconciliation and statistical analyses.

Research & Development - Includes all personnel and operating costs associated with research and development of physical security, information security, personnel security, material control and accountability, integrated systems, vulnerability assessment methods, technology application and tests and technology transfer to users or potential vendors.

Personnel Security - Includes initial investigations, reinvestigations, adjudication, security education, personnel security assurance program, visitor control, national agency checks and administrative review activities.

Cyber Security - Includes management of unclassified and classified data, information technology security assets, cyber information systems, including information technical utilities which include grid research, threat assessments, wireless networks, performance measures, risk management, configuration management, certification/accreditation, training, network monitoring and intrusion detection systems.

17. Logistics Support - Costs associated with shipping, receiving, transportation (excluding maintenance which is included in the Maintenance category), warehousing, motor pools, office equipment pools, property management and excessing activities; routine inventory write-offs and other logistic support activities. (Note: Final disposal costs for radiological/hazardous waste shipments are a Mission Direct cost.)

18. Quality Assurance - Costs associated with all quality assurance, reliability and regulatory activities. Included in this category are costs for quality engineering and

inspection services, quality assurance audits, occurrence reporting (such as the Occurrence Reporting and Processing System), development of quality program plans, operational readiness review coordination and other activities related to ensuring the quality assurance of site operations and facilities. This does not include costs incurred for weapons stockpile certification.

- 19. Laboratory/Tech Support** - Measurement and testing conducted within the context of sampling, field investigations, analytical chemistry and other similar studies. Includes the cost of other technical support services/activities, such as non-destructive assay, electronics services, machine shops, etc.

Site Specific

- 20. Management/Award Fee/Incentive Fee** - The management allowance is an amount paid to not-for-profit educational institutions for the equivalent of home or corporate office general and accounting expenses. The award and incentive fee is a fee that is paid to a contractor based on performance and includes shared savings incentive payments (such as cost savings incentives).

- 21. Taxes** - Includes State and municipal taxes, as well as "payments in lieu of taxes." Does not include taxes that are payroll related.

- 22. Laboratory Directed Research and Development (LDRD); Plant Directed Research, Development and Demonstration Program (PDRD); and Site Directed Research, Development and Demonstration Program (SDRD)** – LDRD portion reflects costs incurred in accordance with DOE Order 413.2A for the purpose of pursuing new and innovative scientific concepts of benefit to the DOE. Excludes allocations of overhead. The PDRD and SDRD portions reflect costs incurred in accordance with the legislative authority for these activities.

APPENDIX B - ALL 29 SUBMITTING SITES & CONTRACTORS
FY 2008 SUPPORT COST BY FUNCTIONAL ACTIVITY REPORT

Ames Laboratory/Iowa State
Argonne National Laboratory/University of Chicago
Bettis Atomic Power Laboratory/Bechtel
Brookhaven National Laboratory/Brookhaven Science Associates
Fermi National Accelerator Laboratory/University Research Association
Hanford/Fluor Daniel & Bechtel
Idaho National Lab/Battelle Energy Alliance
Idaho National Lab/Bechtel BWXT
Idaho National Lab/CH2MWG
Kansas City/Honeywell, FM&T
Knolls Atomic Power Laboratory/Lockheed Martin
Los Alamos National Laboratory/Los Alamos National Security
Lawrence Berkeley National Laboratory/University of California
Lawrence Livermore National Laboratory/University of California
National Renewable Energy Laboratory/Midwest Research Institute
Nevada/ National Securities Technology
Oak Ridge Environmental Management & Enrichment Facility/Bechtel Jacobs
Oak Ridge National Laboratory/UT-Battelle, LLC
Pacific Northwest National Laboratory/Battelle Memorial Institute
Pantex/BWXT
Princeton Plasma Physics Laboratory/Princeton University
Sandia National Laboratory/Lockheed Martin
Savannah River/Westinghouse & Wackenhut
Stanford Linear Accelerator Center/Stanford University
Strategic Petroleum Reserve/DynMcDermott Petroleum operations
WIPP/Westinghouse
West Valley/West Valley Nuclear Services
Yucca Mountain/Bechtel-SAIC
Y12/BWXT