

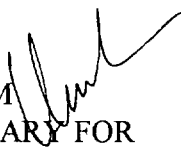


## Department of Energy

Washington, DC 20585

April 19, 1995

MEMORANDUM FOR      DISTRIBUTION

FROM:                      ARCHER L. DURHAM   
                                    ASSISTANT SECRETARY FOR  
                                    HUMAN RESOURCES AND ADMINISTRATION

SUBJECT:                    TECHNICAL EXCELLENCE EXECUTIVE COMMITTEE  
                                    MEETING

The next Technical Excellence Executive Committee meeting will be held on Tuesday, May 4, 1995. The meeting is scheduled to be held in Room 4A-253 of the Forrestal Building, from 1:00 to 2:30 p.m. The meeting agenda is included as Attachment 1.

The Committee was established by Commitment 1.2 of the Department's Implementation Plan for Defense Nuclear Facilities Safety Board Recommendation 93-3. The Committee last met in December 1994. Based on discussions at that meeting, the charter has been revised and will be briefly discussed at this meeting. The revised charter is included as Attachment 2.

If you have any questions please contact me or Tom Evans, the Technical Personnel Program Coordinator. Tom may be reached at (202) 275-1717.

Attachments

TP-95-0057



**TECHNICAL EXCELLENCE EXECUTIVE COMMITTEE**

**AGENDA**

**May 4, 1995**

- o AGENDA ARCH DURHAM  
JUNE MEETING MINUTES
- o COMMITTEE CHARTER ARCH DURHAM
- o RECOMMENDATION 93-3 TOM EVANS  
IMPLEMENTATION PLAN STATUS
- o TECHNICAL QUALIFICATION TOM EVANS  
STANDARDS PROGRAM
- o SAVANNAH RIVER OPERATIONS MARIO FIORI  
OFFICE BRIEF
- o QUALIFICATION CRITERIA APPROVAL TOM EVANS
- o IMPACT ON DIRECTIVES SYSTEM TOM EVANS
- o NATIONAL ACADEMY OF PUBLIC TOM EVANS  
ADMINISTRATION ACTION PLAN
- o NEW ITEMS COMMITTEE MEMBERS

# CHARTER OF THE TECHNICAL EXCELLENCE EXECUTIVE COMMITTEE

## Purpose

To provide Departmental leadership in implementing the Secretary's Technical Excellence Policy and provide direction to support and advocate a uniform approach for implementing the Department's 93-3 Implementation Plan initiatives in the light of other Board Recommendations. The Technical Excellence Executive Committee will be actively involved in the improvement of the overall technical capability in the context of other Departmental needs in the technical development of our people.

## Client

Hazel O'Leary, Secretary of Energy

## Membership

**Chairman**                      Arch Durham                      Assistant Secretary for Human Resources and Administration (HR-1)

**Secretary**                      Tom Evans                      Technical Personnel Program Coordinator (HR-1.5)

**Members**                      Senior Department of Energy Managers. Committee membership will include, but will not be limited to:

1. Tom Grumbly                      Assistant Secretary for Environmental Management
2. Tara O'Toole                      Assistant Secretary for Environment, Safety and Health
3. Vic Reis                      Assistant Secretary for Defense Programs
4. Don Pearman                      Associate Deputy for Secretary for Field Management
5. Mario Fiori                      Operations Office Manager Savannah River
6.                      Operations Office Manager Oak Ridge

(NOTE: The two positions for Operations Office Managers will be rotated by Field Management)

## Schedule

Quarterly meetings will take place between 30-45 days after each quarter.

## Scope

The Technical Excellence Executive Committee will maintain cognizance of technical excellence issues and improvement initiatives in the complex. Through quarterly meetings, the Committee will address the following items.

- 1.) Provide leadership and direction for a uniform approach on Department training and technical capability issues including the resolution of complex-wide critical issues.
- 2.) Support and direct technical excellence associated with the efforts necessary to meet the 93-3 Implementation Plan commitments and initiatives.
- 3.) Monitor the implementation of field, headquarters and contractor initiatives through the use of performance indicators.
- 4.) Assess the implementation of Excepted Service and use of National Performance Review initiatives.
- 5.) Review and respond to the independent external assessment reports and accompanying recommendations.
- 6.) Provide oversight and guidance for the Technical Leadership Development Program (Department Wide Technical Intern Program).
- 7.) Act as the Board of Directors for the Department's new Energy Technical Training Center in Albuquerque, New Mexico.
- 8.) Periodically apprise the Secretary on progress toward implementing the policy.

APPROVED:

DATE:

Archer Durham  
Assistant Secretary for  
Human Resources and Administration