



Department of Energy
National Nuclear Security Administration
Washington, DC 20585

June 4, 2004

MEMORANDUM FOR MANAGER, SAVANNAH RIVER SITE OFFICE

FROM:

Everet H. Beckner
Deputy Administrator
for Defense Programs

A handwritten signature in black ink, appearing to read "E. Beckner", is written over the typed name and title.

SUBJECT:

ACTION: APPROVAL OF THE SAVANNAH RIVER
OFFICE (SRSO) FUNCTIONS, RESPONSIBILITIES AND
AUTHORITIES MANUAL (FRAM)

In accordance with my responsibilities and authorities covered in Section 3.4 of the National Nuclear Security Administration (NNSA) FRAM, I approve the attached (SRSO) FRAM, dated January 31, 2004. Our review has determined that the SRSO FRAM covers all needed functions, responsibilities and authorities required by the NNSA FRAM.

During the review we noted that responsibilities and authorities for software quality assurance are not covered even though SRSO has already designated personnel performing the required functions. We are requesting that you include software quality assurance in the next update of SRSO FRAM in order to meet Commitment 4.1.6 of the Implementation Plan for Defense Nuclear Facilities Safety Board Recommendation 2002.1. Also, please note that we plan to update the NNSA FRAM by October 15, 2004, to be consistent with Department of Energy (DOE) FRAM, DOE M411.1C. This will require an update of the SRSO FRAM within 90 days of the issuance of the updated NNSA FRAM.

We are requesting you to ensure that the SRSO FRAM, including all needed processes and procedures, is fully implemented in a timely manner. We plan to verify the FRAM implementation, as required by NNSA FRAM, in the near future in conjunction with other planned reviews.

If you have questions, please contact Rabi Singh at (301) 903-5864.

Attachment

cc w/o attachment:
L. Brooks, NA-1
T. Przybylek, NA-2



United States GovernmentNational Nuclear Security Administration (NNSA)
Savannah River Site Office (SRSO)

Memorandum

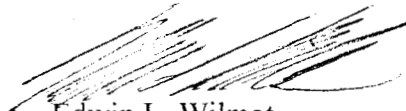
DATE: JAN 19 2004

REPLY TO:
ATTN OF: SV (Wilmot, 803-208-3689)

SUBJECT: Savannah River Site Office Safety Management Functions, Responsibilities, and Authorities Manual (FRAM)

TO: Everet Beckner, Deputy Administrator for Defense Programs, NA-10

In response to your memorandum dated November 4, 2003, same subject, I am forwarding the SRSO FRAM for your review and concurrence. Please note that this SRSO document captures the NNSA requirements provided as an attachment to your memorandum and in DOE M 411.1-1B, Safety Management Functions, Responsibilities and Authorities Manual. It should be noted that shortly after issuance of your guidance and request, DOE M 411.1-1C was issued. Accordingly, additional guidance is requested as to how to proceed from this point. New requirements such as a Memorandum of Agreement between our Offices are now specified.



Edwin L. Wilmot
Manager

SV:ELW:jh

RA-04-0050

Attachments: SRSO FRAM

cc w/attach:
R. Singh, NA-124
P. Pizzariello, NA-124cc w/o attach:
D. Beck, NA-124
X. Ascanio, NA-124

SRSO Safety Management Functions, Responsibilities, and Authorities Manual (SRSO FRAM)

Manual No: SVM 411.1B-1A

Manual Title: SRSO Safety Management Functions, Responsibilities, and Authorities Manual
(SRSO FRAM)

Effective Date: 1/31/04

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Savannah River Site Office

Safety Management Functions, Responsibilities, And Authorities Manual

Approval:



E. L. Wilmot, Manager, SRSO

Concurrence:

E. H. Beckner, Deputy Administrator for
Defense Programs, NNSA

SRSO Safety Management Functions, Responsibilities, and Authorities Manual (SRSO FRAM)

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Revisions

0	1/31/04	• Original

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List of Acronyms

FRAM – Functions, Responsibilities and Authorities Manual

ISM – Integrated Safety Management

NNSA – National Nuclear Security Administration

S/RID – Standards/Requirements identification Document

SRSO – Savannah River Site Office

DOE-SR – Department of Energy Savannah River Operations Office (Landlord, Environmental Management)

References

- 1) Agreement on Safety Management at the Savannah River Site, Signed August 15, 2003.
- 2) Safety Management Functions, Responsibilities and Authorities Manual (NNSA FRAM), Rev. 0, October 15, 2003
- 3) Memorandum from Brooks to Deputy Administrator for Defense Programs, Subject: Delegation of Authority Regarding Environment, Safety and Health at NNSA Facilities, dated June 25, 2003
- 4) Savannah River Operations Office, Human Resources Program Management Manual, DOE-SR functions, Responsibilities, and Authorities Procedure, SRM 300.1.1B
- 5) Safety Management Functions, Responsibilities, and Authorities Manual, DOE M 411.1-1B, dated 5-22-01.

SRSO Safety Management Functions, Responsibilities, and Authorities Manual (SRSO FRAM)

Manual No: SVM 411.1B-1A

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Overview:

This Manual provides for the unbroken line of authorities and responsibilities for safety from NNSA Headquarters through the NNSA Savannah River Site Office (SRSO) to the contractor. This document is an important contributor to ensuring that activities performed to support the NNSA mission are conducted while protecting the public, workers, and the environment.

Strategy for Implementing Integrated Safety Management (ISM) functions:

The SRSO operates under the umbrella of the DOE Savannah River Operations Office (DOE-SR) validated ISM program. A memorandum of understanding (Ref 1.) has been signed to describe the relationship between the SRSO and the DOE-SR. The basic principal underlying the agreement is that safety-related data and directives will be shared and that as landlord for the entire site, DOE-SR will concur in safety-related documents prepared by the SRSO because of the implications for overall site-wide safety. The SRSO relies entirely on the DOE-SR for managing site-wide contractor programs such as S/RIDs, emergency management, and environmental permitting. Those activities and directives that are strictly within the purview of the SRSO Defense Programs mission and contained within the Tritium Facility site boundary are the sole responsibility of SRSO, e.g. facility representative program and vital safety systems for Tritium Facility. SRSO will initially perform its activities using DOE-SR directives exclusively. As the uniqueness of NNSA requirements may dictate, the SRSO will develop directives that may differ from DOE-SR directives. As this occurs, DOE-SR will be asked to concur in those changes to ensure that DOE-SR is satisfied that the site-wide ISM program is not compromised.

SRSO Organization

The SRSO is on a path to stand-up a new organization by the end of FY2004 as shown in Figure 1. The new organization has no internal organizational boundaries. As a result, the SRSO implementation of ISM is defined directly to individuals in the matrix found as Attachment 1. All individuals report to the Deputy Manager, SRSO, and have unfettered, direct access to the Manager, SRSO.

Responsibility Flow Down

Figure 2 depicts the flow down of functions and responsibilities from the NNSA FRAM (Ref. 2). Initially, the Administrator, NNSA delegated authority for environment, safety, and health at NNSA facilities (Ref. 3). This authority is reflected in the NNSA FRAM. Because the NNSA FRAM differs from the DOE M 411.1-1B format, SRSO chose to create a crosswalk into the DOE M 411.1-1B format because it will aid in integrating with the DOE-SR FRAM (Ref. 4). The SRSO FRAM is implemented through a detailed responsibilities matrix and then through process descriptions for each major function (see Appendix A.) A Memorandum of Agreement was signed with DOE-SR because of their major role in assisting the SRSO in fulfilling its ISM functions. SRSO will maintain a single point of contact with each DOE-SR staff supporting the SRSO; only SRSO points of contact are identified in the responsibilities matrix.

As shown at the bottom of Figure 2, individual ISM functions may be implemented according to DOE-SR Directives or by SRSO Process Descriptions. The responsible SRSO staff shall use DOE-SR Directives unless there is a need to reflect the uniqueness of NNSA policies and requirements. When supporting the NNSA, DOE-SR staff shall perform their functions according to DOE-SR directives unless otherwise directed to do so.

SRSO Safety Management Functions, Responsibilities, and Authorities Manual (SRSO FRAM)

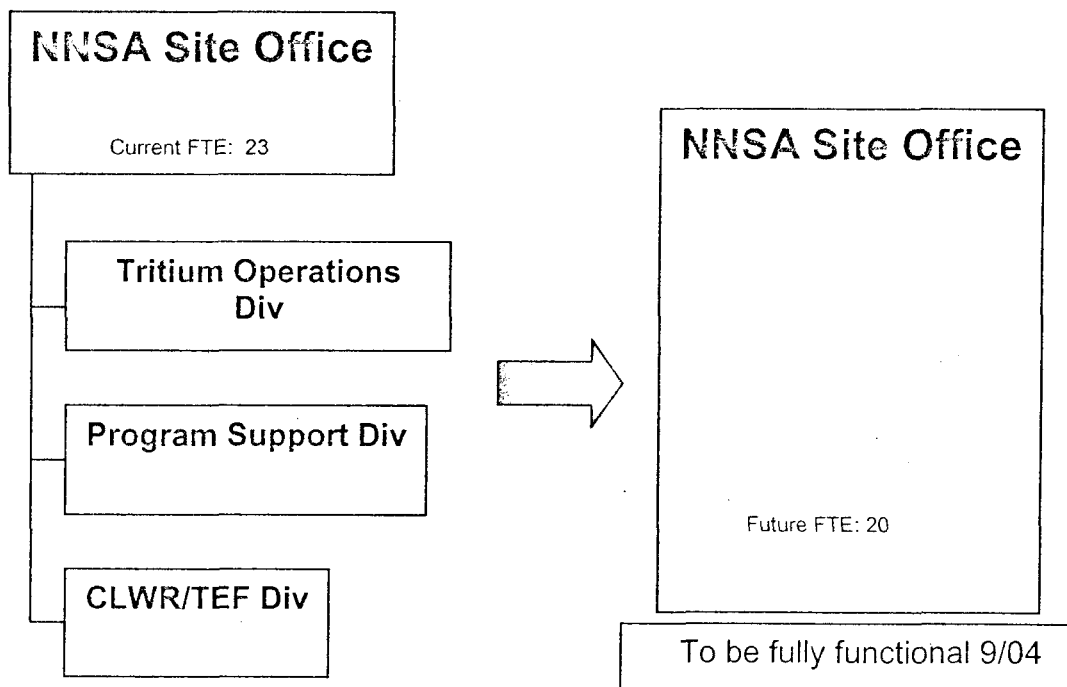
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Manual Title: SRSO Safety Management Functions, Responsibilities, and Authorities Manual
(SRSO FRAM)

Effective Date: 1/31/04

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Figure 1. SRSO Organization



SRSO Safety Management Functions, Responsibilities, and Authorities Manual (SRSO FRAM)

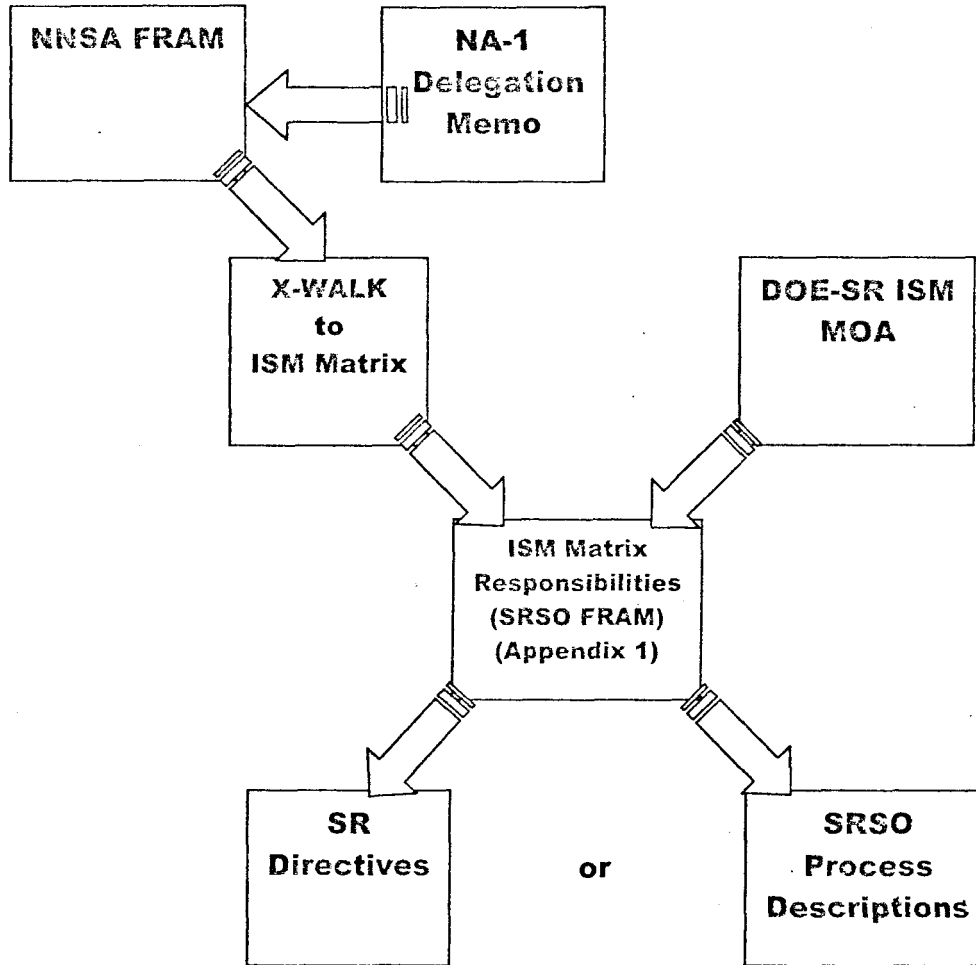
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Figure 2. Responsibility Flow Down



SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Sub-Function	Sub-Sub-Function	Responsibility	Priority	Person(s) Responsible	DOE SR Program
9.1. Direction	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual	9.1		a. Execute contracts consistent with NNSA policy and requirements.		Wilmot	
		9.1		b. Monitor and assess day-to-day performance under the contracts.		Boyd, Klapper	
		9.1.3 NNSA Mission Assignment to SV		Review, provide input to, and implement program guidance developed by the Program Secretarial Offices (PSOs).		Newell	SRM 130.2.1A - Needs updating and NNSA process map
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.1.4. Budget	9.1.4.1 Budget for Program	Participate in preparation and review of the proposed budget and subsequent budget allocation, and provide input on the adequacy to support missions and safety initiatives; landlord activities; implement corrective actions and safety improvements.		Newell	SRM 130.2.1A - Needs updating and NNSA process map
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual	9.1.4	9.1.4.2 Budget for ESH Infrastructure	Participate in preparation of the proposed budget, i.e. provide input to NNSA on the adequacy of the proposal (1) to support landlord activities and safety initiatives and (2) to implement corrective actions and safety improvements.		Newell, Goehle, Jump	SRM 130.2.1A - Needs updating and NNSA process map
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual	9.1.5 Resource Allocations to SV		a. Review proposed allocations and provide input to NNSA regarding adequacy to meet mission and safety initiatives.		Newell	SRM 130.2.1A - Needs updating and NNSA process map
		9.1.5		b. If budget is insufficient, propose an alternate plan to NNSA and/or identify needed additional funds.		Newell	

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Subfunction	Sub-Sub-Function	Responsibility	Agency	Personnel	DOE SR
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.2.2	9.2.2.6. Approval, implementation, and maintenance of safety management system documentation	a. Ensure contractors describe, document, implement, and maintain their safety management systems	DOE-SR	Wilmot	SRIP 251.2. DII 251.1.1A
		9.2.2		b. Ensure that contractor safety management systems for the Tritium Facilities are implemented and current according to WSRC ISMS.	DOE-SR	Wilmot	
		9.2.2		d. Determine annually whether contractor safety management systems and systems requirements are current, valid, and appropriately reflected in the implementation procedures.	DOE-SR	Wilmot	
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual	9.2.3 Allocate Resources to Contractor		Ensure funds are properly used for Tritium Facilities.		Newell	
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual	9.2.4. Prioritize Tasks		a. Ensure safety management system adequately prioritizes work	DOE-SR	Wilmot	
		9.2.4		b. Review and support development of performance objectives for the Tritium Facilities.		Wilmot	
9.3. Analyze Hazards	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual	9.3.1 Identify and Analyze Hazards		a. Ensure hazards analysis provided by contractor covers the hazards associated with the work.		Kozak	SRIP 421.1
		9.3.1					

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Sub-Function	Sub-Sub-Function	Responsibility	External	Person(s) Responsible	DOE-SR Priority
		9.3.1					
		9.3.1					
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.3.1		Ensure that the hazard analyses for Hazard Category 1, 2, and 3 nuclear facilities meet the requirements of 10 CFR 830.		Kozak	
		9.3.1		c. Approve methodology used to prepare the DSA for Haz Cat 1, 2, & 3 facilities.	DOE-SR	Kozak	
		9.3.1		d. Ensure hazards assessments for emergency planning purposes are adequately performed and documented.		Kozak, Goehle (EM)	
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.3.2. Categorize Facility/Activity Based on Hazards		*Approve final nuclear facility/activity hazard categorization level based on input from NNSA line managers and contractors regarding the type and amounts of hazards, and the requirements of 10 CFR 830.		Wilmot	
9.4. Develop and Implement Controls	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.4.1. Identify Standards and Requirements	9.4.1.2. ES&H Site/Facility Specific Requirements (Haz Cat 2 and below)	a. Direct contractor to propose site- and facility-specific standards tailored to the work and the hazards.	DOE-SR	Wilmot	SRIP 251.1, 251.2, 450.4, 441.1, DII 251.1.1A
		9.4.1					
		9.4.1		b. Provide the above documentation to the CSO and HQ program office for information or approval, unless delegated that authority.	DOE-SR	Kozak	
		9.4.1		c. Determine need for authorization agreements for Hazard Category 3 and below nuclear facilities.		Kozak	
		9.4.1					

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Subfunction	DOE Subfunction	Responsibility	Element	Personnel Responsible	DOE SR Procedure
		9.4.1					
		9.4.1		e. Cooperate with program and other personnel to identify requirements in the directives system applicable to a contract and provide this list of requirements to the contracting officer for inclusion in the contract..		Wilmot	
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual	9.4.1	9.4.1.3. Exemptions from NNSA/DOE Order Requirements	a1. Review requests for exemptions to 10 CFR Parts 830 and 835.	DOE-SR	Kozak (830) Boyd (835) Zweifel (QA)	SRIP 251.1, 251.2
		9.4.1		a2. Provide recommendations to the CSO or EH on requests for exemptions to 10 CFR Parts 830 and 835.	DOE-SR	Wilmot	
	DOE O 420.1A Facility Safety	9.4.1		Field Elements are responsible for determining whether adequate protection can most effectively be achieved by continuing to operate under the terms of existing contracts requiring compliance with old Orders or by modifying the contract to incorporate the requirements of revised.	DOE-SR	Kozak	
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual	9.4.1	9.4.1.4. Exemptions from 10 CFR Parts 830 and 835	a1. Review requests for the exemptions to 10 CFR Parts 830 and 835.	DOE-SR	Kozak (830) Boyd (835) Zweifel (QA)	SRIP 421.1
		9.4.1		a2. Provide recommendation to the CSO or EH on requests for the exemptions to 10 CFR Parts 830 and 835.	DOE-SR	Wilmot	
	DOE O 420.1A Facility Safety	9.4.1		Field Elements are responsible for determining that implementation of new rule or Order requirements will provide adequate protection prior to requesting contract modification to drop old Order requirements from contract.		Boyd	
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual	9.4.1	9.4.1.5. Exemptions from external requirements	Coordinate with the contractor and the PSO a meeting to pursue an exemption from local, State, or Federal agencies as necessary.	DOE-SR	Wilmot	SRIP 251.2
		9.4.1	9.4.1.6 Approval of Programs and Processes Required by Nuclear Safety Rules	a. Direct contractor to prepare Radiation Protection Procedures (RPP), Unreviewed Safety Questions (USQ) procedures, Documented Safety Analyses (DSA), and Preliminary DSAs in accordance with 10 CFR 830 and 835.	DOE-SR	Wilmot	SRIP 421.1

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Sub-Function	Sub-Sub-Function	Responsibility	Essential	Person(s) Responsible	DOE-SR Protection
		9.4.1					
		9.4.1					
		9.4.1		b1. Review RPPs, USQ procedures, DSAs, and preliminary DSAs in accordance with 10 CFR 830 and 835 for the Tritium Facilities.	DOE-SR	Kozak (830) Boyd (835) Zweifel (QA)	
		9.4.1		b2. Approve RPPs, USQ procedures, DSAs, and preliminary DSAs in accordance with 10 CFR 830 and 835 for the Tritium Facilities	DOE-SR	Wilmot	
		9.4.1		c. Provide line oversight of contractor execution of plans and programs within the Tritium Facilities.		Emerson	SRIP 223.4, 425.1, 430.1
		9.4.1		d. Provide line management oversight and ensure contractor execution of plans, programs and procedures to meet nuclear safety requirements.	DOE-SR	Kozak, Boyd, Zweifel	SRIP 421.1
		9.4.1		e1. Review - (i) the nuclear safety design selected for the preliminary DSAs for Haz Cat 1, 2, and 3 nuclear facilities if they are not consistent with DOE O 420.1, <i>Facility Safety</i> , as required by 10 CFR Part 830.206(b) (2) and (ii) the methodology used to prepare DSAs when the contractor does not use a methodology for safety analysis in Table 2 to Appendix A of 10 CFR Part 830.	DOE-SR	Kozak	
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.4.1		e2. Approve - (i) the nuclear safety design selected for the preliminary DSAs for Haz Cat 1, 2, and 3 nuclear facilities if they are not consistent with DOE O 420.1, <i>Facility Safety</i> , as required by 10 CFR Part 830.206(b) (2) and (ii) the methodology used to prepare DSAs when the contractor does not use a methodology for safety analysis in Table 2 to Appendix A of 10 CFR Part 830, and transmit the methodology and criteria to EH for review (or comment, if a NNSA facility is involved) AND DEPUTY ADMINISTRATOR approval.	DOE-SR	Wilmot	

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Site Function	Site Function	Activity	System	Responsible	DOE SR
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.4.2 Identify Controls to Prevent and Mitigate Hazards	9.4.2.2. Hazard Category 2 and 3 and below Nuclear Facilities and Non-Nuclear Facilities	Direct the contractor to propose site- or facility-specific standards tailored to the work and the hazards and provide this documentation to the Deputy Administrator for information (or for approval in the authorization agreement and in the contract in the case of Hazard Category 1 nuclear facilities).	DOE-SR	Wilmot	SRIP 425.1, 421.1
		9.4.2		b1. Review safety bases and authorization bases documents for Tritium Facilities.		Kozak	
	Approval authority for all authorization basis documents granted in letter from Linton Brooks to all NNSA Site Managers, dated 01/02/03. NNSA FRAM	9.4.2		b2. Approve the Technical Safety Requirements and other hazards controls for Hazard Category 2 and 3 nuclear facilities and ensure sufficient funding for implementation.		Wilmot	

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Sub-Function	Sub-Sub-Function	Responsibility	Exempt	Person(s)	DOE-SR Reference
		9.4.2		c. Provide line management oversight and ensure the implementation of hazards mitigation programs and controls for the Tritium Facilities.		Kozak, Boyd, Klapper	SRIP 430.1
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual	9.4.3. Establish Safety Bases and Authorization Bases	9.4.3.2. Safety Basis and Authorization Basis Documentation	a. Direct the contractor to prepare documentation for authorization bases and safety bases for the Tritium Facilities.		Wilmot	SRIP 421.1, 450.4
		9.4.3		b1. Review safety bases and authorization bases documents for Tritium Facilities.		Kozak	
	Approval authority for all authorization basis documents granted in letter from Linton Brooks to all NNSA Site Managers, dated 01/02/03.	9.4.3		b2. Approve safety bases and authorization bases documents for Tritium Facilities.		Wilmot	
		9.4.3	9.4.3.3 Authorization protocols (as Head of Contracting Activities Responsibilities)	a. Determine appropriate protocol based on work and hazard (e.g., SAR).	DOE-SR	Wilmot	SRIP 421.1, 450.4, DII 450.4.1A
		9.4.3					
		9.4.3					
		9.4.3		b. Append approved authorization agreement to or modify the affected contract to contain its provisions.		Wilmot	
		9.4.3		c. Establish requirements to ensure that authorization agreements are maintained up-to-date.		Kozak	

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Site Function	Site Safety Function	Responsibility	Staff	Comments	
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual	9.4.4. Implement Controls		Monitor the proper implementation of controls, including contractor processes for Unreviewed Safety Questions, Configuration Management, and compliance with Technical Safety Requirements.	DOE-SR	Kozak	SRIP 421.1
	DOE O 474.1A Control and Accountability of Nuclear Materials	9.4.4		a. Implement MC&A program for the Tritium Facilities	DOE-SR	Powell, Emerson	Will utilize MOA and DOE-SR-S&S Procedures. SV Procedure and Process Map underdevelopment
		9.4.4		b. Ensure that safeguard deficiencies are corrected.	DOE-SR	Powell, Emerson	Will utilize MOA and DOE-SR-S&S Procedures. SV Procedure and Process Map underdevelopment
		9.4.4		c. Ensure that system assessment requirement are identified and met facilities processing tritium.	DOE-SR	Powell, Emerson	Will utilize MOA and DOE-SR Procedures. SV Procedure and Process Map underdevelopment
		9.4.4		d. Ensure that responsibilities and authorities for MC&A of nuclear materials are addressed in the MOA and associated appendixes, where they exist, between, heads of HQ elements including EM; Dep Adm NNSA; and field elements including EM at SRS.	DOE-SR	Powell, Emerson	Will utilize MOA, DOE-SR Procedures. SV Procedure and Process Map underdevelopment
		9.4.4		e. Monitor material control indicators and review and analyze reportable occurrences experienced in operations.	DOE-SR	Powell, Emerson	Will utilize MOA and DOE-SR Procedures. SV Procedure and Process Map underdevelopment
		9.4.4		g. Provide MC&A systems review and approval for all facilities prior to beginning new operations that might alter the performance of existing MC&A systems.	DOE-SR	Powell, Emerson	Will utilize MOA and DOE-SR Procedures. SV Procedure and Process Map underdevelopment
		9.4.4		i. Ensure that this Order is implemented under existing and new contracts for operating and facilities under the scope of this Order.	DOE-SR	Powell, Emerson	Will utilize MOA and DOE-SR Procedures. SV Procedure and Process Map underdevelopment

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Sub-Function	Sub-Sub-Function	Responsibility	System	Person(s)	DOE-SR
		9.4.4		k. Review and approve deviations to requirements of this according to procedures contained in DOE O 470.1 Safeguards and Security Program.	DOE-SR	Powell, Emerson	Will utilize MOA and DOE-SR Procedures. SV Procedure and Process Map underdevelopment
9.5. Perform Work	DOE O 440.1A, para 5.c.(2), Worker Protection management for DOE Federal and Contractor Employees.	9.5.1. Confirm Readiness		a. Shut down work if a clear and present safety danger exists.		Boyd, Klapper	SRIP 420.1, 430.1, 440.3
		9.5.1		b. Require contractors to provide Startup Notification Reports.	DOE-SR	Wilmot	
	DOE O 425.1C Startup and Restart of Nuclear Facilities	9.5.1		b. Maintain day-to-day operational oversight of the contractor's activities.		Boyd, Klapper	SRIP 430.1
	Authority granted in letter from Linton Brooks to all NNSA Site Managers, dated 01/02/03.	9.5.1	9.5.1.1 Readiness Reviews	a. Ensure Operational Readiness Reviews and Readiness Assessments are performed		Wilson	SRIP 425.1, SRSO Procedure
	Authority granted in letter from Linton Brooks to all NNSA Site Managers, dated 01/02/03.	9.5.1	9.5.1.2 Startup Authorization for Nuclear Facilities	Determine appropriate level of readiness necessary for startup and ensure that it is attained for Tritium Facilities. HQ retains startup authority for new Cat 2 Nuclear Facilities.		Kozak	SRIP 425.1, SRSO Procedure
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual	9.5.2. Perform Work Safely.		a. Ensure contracts are properly executed.		Wilmot	SRIP 223.4, 223.5, 425.1, 430.1
		9.5.2		b. Ensure contractors implement worker, public, environment, and facility protection programs for the Tritium Facility.	DOE-SR	Boyd, Klapper	SRIP 430.1
		9.5.2		c. Ensure safety management system is properly implemented.	DOE-SR	Kozak	
		9.5.2		d. Implement site/field element strategic plan.	DOE-SR	Jump	

SRSO Safety Management Functions - Matrix

Revision	DOE Order/Authority	Function	Sub-Function	Responsibility	Responsible	Responsible	DOE-SR
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.5.2		e. Perform line management oversight of contractors' worker, public, environment, and facility protection programs	DOE-SR	Boyd, Klapper, Goehle	
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.5.2		f. Maintain day-to-day operational oversight of contractor activities at the Tritium Facilities through the NNSA Facility Representatives.		Boyd, Klapper	SRIP 430.1
	DOE O 433.1 Maintenance Management Program for DOE Nuclear Facilities	9.5.2		a. Ensure sufficient resources are budgeted in timely manner to provide NNSA with the highest confidence on the reliable performance of mission-critical, safety SSCs through proactive maintenance practices.		Newell	
		9.5.2		c. Ensure the responsibility, authority, and accountability for maintenance in the Tritium Facilities are clearly defined, appropriately assigned, and executed.		Goehle	
		9.5.2		d. Ensure NNSA operational awareness review and analysis capability exists for evaluation of maintenance program performance and effectiveness.		Goehle	
		9.5.2		e. Ensure where maintenance requirements or acceptable standards cannot be met, such instances are appropriately documented and acknowledged by the FEM, including granting of exemptions, as appropriate, when requested.		Goehle	
		9.5.2		f. Ensure the requirements and standards for maintenance of nuclear facilities are incorporated into contracts and subcontracts, including support contracts, as appropriate.		Wilmot	
	DOE M 435.1-1 Radioactive Waste Management	9.5.2		a. Responsible for developing, documenting, implementing, and maintaining, a site-wide Radioactive Waste Management Program per the requirements of DOE O 435.1, <i>Radioactive Waste Management</i> .	DOE-SR	Goehle	
		9.5.2		b. Ensure a radioactive waste management basis is developed and maintained for the Tritium Facilities.		Goehle	
		9.5.2		c. Tritium Facilities radioactive waste shall be stored, disposed of, at the site Solid Waste Disposal Facility (SWDF).	DOE-SR	Goehle	
		9.5.2		d. Ensure a Waste minimization and pollution prevention programs are implemented in the Tritium Facilities	DOE-SR	Goehle	

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Sub-function	Sup. Sub-function	Responsibility	Agency	Project/Program	DOE SR Program
		9.5.2		e. Ensure the management and disposal of radioactive waste resulting from environmental restoration activities, including decommissioning, meet the substantive requirements of DOE O 435.1, <i>Radioactive Waste Management</i> , and this Manual.	DOE-SR	Goehle	
		9.5.2		f. Ensure development, review, approval, and implementation of a program for waste generation planning, characterization, certification, and transfer for the Tritium Facilities. This program will ensure that the Tritium Facilities' waste meets all requirements of the SWDF.	DOE-SR	Goehle	
		9.5.2		g. Ensure ALARA principles for radiation protection are incorporated in Tritium Facilities procedures when reviewing and approving waste management activities.		Goehle	
		9.5.2		h. Ensure that all Tritium Facilities waste is stored in a manner that protects the public, workers, and the environment in accordance with a radioactive management basis, and that the integrity of waste storage is maintained for the expected time of storage and does not compromise the disposal performance objectives for protection of the public and environment when the waste is disposed.		Goehle	
		9.5.2		i. Ensure all Tritium Facilities Waste is disposed in a manner that protects the public, workers, and the environment and in accordance with a radioactive waste management basis.	DOE-SR	Goehle	
		9.5.2		j. Ensure that the SWDF has monitoring capability for tritium.	DOE-SR	Goehle	
	DOE O 460.1B Packaging and Transportation Safety	9.5.2		a. Review and approve onsite TSDs and transportation and package quality assurance programs.	DOE-SR	Kozak	
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual	9.5.3. Quality Assurance		a. Review and approve contractor's QAP	DOE-SR	Zweifel	SRIP 223.4, 223.5

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Sub-Function	Sub-Sub-Function	Responsibility	Internal	Person(s) Responsible	DOE-SR Program
		9.5.3		b. Ensure contractor implements QAP for Tritium Facilities.		Zweifel	
		9.5.3		c. Ensure contractors QAP is integrated into Tritium Facilities' ISMS		Zweifel	
9.6. Collect Feedback and Pursue Improvement	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.6.1. Generation, Collection, and Dissemination of Information	9.6.1.1 Lessons Learned Program	a. Direct contractor to develop and implement a lessons learned program. The program should include analysis and trending of events.	DOE-SR	Wilmot	SRIP 223.4
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.6.1		c. Monitor and assess contractor's lessons learned program.	DOE-SR	Richardson	
		9.6.1		b. Participate in DOE-Wide sharing of lessons learned.	DOE-SR	Richardson	
		9.6.1		d. Participate in DOE lessons learned programs to improve internal organizational lessons learned processes.	DOE-SR	Richardson	
	DOE O 210.1 Performance Indicators and Analysis of Operational Information	9.6.1		a. Field Elements are responsible for determining whether adequate protection can most effectively be achieved by continuing to operate under the terms of existing contracts requiring compliance with old Orders or by modifying the contract to incorporate the requirements of revised Orders.	DOE-SR	Richardson	
		9.6.1		b. Field Elements are responsible for determining that implementation of new rule or Order requirements will provide adequate protection prior to requesting contract modification to drop old Order requirements from the contract	DOE-SR	Richardson	

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Sub-function	Sub-Sub-function	Responsibility	Skills	Order of Priority	DOE-SR Reference
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.6.1	9.6.1.2. ORPS	a. Direct contractor to report occurrences on ORPS.	DOE-SR	Wilmot	SRIP 430.1
		9.6.1		b. Approve contractor reports from Tritium Facility.		Boyd, Klapper	
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.6.1		c. Review ORPS reports from all sites to detect potential improvements and means of averting occurrences.	DOE-SR	Boyd, Klapper	
	DOE O 232.1A Occurrence Reporting and Processing of Operational Information	9.6.1		a. Assess the contractor's capability and performance.		Boyd, Klapper	
		9.6.1		b. Provide technical support as necessary to FR		Richardson	
		9.6.1		c. Ensure that facility personnel implement a program		Boyd, Klapper	SRIP 430.1
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.6.1		d. Lessons learned are identified and elevated for appropriate action.		Boyd, Klapper	SRIP 430.1
		9.6.1	9.6.1.3 ES&H Reporting Requirements (ES&H)	Oversee implementation of ES&H reporting requirements	DOE-SR	Boyd, Klapper	SRIP 223.3, 223.4, 223.5, 231.1, 430.1
	DOE O 231.1 Environmental, Safety, and Health Reporting	9.6.1		a. Report annually on the progress made in implementing, and its effectiveness, any commitment for environmental impact mitigation that is essential to render the impact of a proposed action not significant or that is made in a record of decision for the Tritium Facilities.	DOE-SR	Goehle	
		9.6.1		b. Include the Tritium Facilities in the SRS annual NEPA planning summary.	DOE-SR	Goehle	
		9.6.1		c. Prepare an annual summary of environmental data to characterize the Tritium Facilities environmental management performance.	DOE-SR	Goehle	

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Sub-Function	ES&H Function	Responsibility	Person(s)	DOE SR	
	DOE O 450.1 Environmental Protection Program	9.6.1		a. Report by 12-31-05 to the Cognizant Secretarial Officer the status regarding whether the Environmental Management System (EMS) requirements of DOE O 450.1 have been integrated into ISMSs by site contractors.	DOE-SR	Goehle	
		9.6.1		b. Ensure Contractors with approved ISMS descriptions update ISMS descriptions, as necessary, to include the EMS requirements of this Order.	DOE-SR	Wilmot	
		9.6.1		c. Conduct assessments for pollution prevention (P2) opportunities.	DOE-SR	Goehle	
		9.6.1		d. Monitor progress of the Tritium Facilities meeting the P2 requirements of Paragraph 4b(3) of this Order, and include such information in the annual ES&H site report.		Goehle	
		9.6.1		e. Develop and implement a program and procedure to maximize the use of safe alternative to ozone-depleting substances (ODS).	DOE-SR	Goehle	
		9.6.1		f. Conduct environmental monitoring to support the Tritium Facilities' ISMS; to detect, characterize, and respond to a release; assess the impact; estimate dispersal patterns in the environment; characterize the pathways of exposure and doses to members of the public; characterize the exposure and doses to individuals, to the population; and to evaluate the potential impact to the biota in the vicinity of the Tritium Facilities.	DOE-SR	Goehle	
		9.6.1		g. Ensure the analytical work supporting environmental monitoring is implemented using a consistent system for collecting, assessing, and documenting data; a validated and consistent approach for sampling tritium; and an integrated sampling approach to avoid duplicative data collection.	DOE-SR	Boyd	
		9.6.1		h. Ensure contractor ES&H self-assessment programs are established within the framework of DOE P 450.5 and continue to be effective.		Richardson	

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Sub-Function	Specific Function	Responsibility	Element	Responsible	DOE SR
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual	9.6.1	9.6.1.4. Assessments	a. Conduct self-assessment on safety implementation.		Richardson	SRIP 223.4, 223.5, 442.1, DII 442.1.1A
		9.6.1		b. Examine the findings of both internal and external assessments of their element to identify root causes, trends, and necessary corrective actions within the responsibility of their element.	DOE-SR	Richardson	
		9.6.1		c. Evaluate all assessments for significance and make corrective action within Tritium Facilities as appropriate and submit report to the corrective action program maintained in 6.2.	DOE-SR	Richardson	
		9.6.1		d. Ensure all applicable safety requirements are captured in the SV and DOE-SR documents.	DOE-SR	Richardson	
	DOE O 225.1A Accident Investigations, also authority granted in letter from Brooks on 01/02/03. Designate POC for liaison for Type A. Conduct all activities associated with Type B investigations.	9.6.1	<u>9.6.1.5 Accident Investigations</u>	Designate a POC for liaison with EH for Type A Accident Investigations (per DOE O 224.1 para 5c) Conduct all activities associated with Type B Accident Investigations (per DOE O 225.1 para 5d).		Wilmot	SRIP 225.1
	DOE M 411.1-1C Safety management Functions, Responsibilities, and Authorities Manual	9.6.2 Changes being developed.		a. Ensure that duly authorized independent oversight personnel have unfettered access to information and facilities, consistent with safety and security requirements.	DOE-SR	Powell, Emerson	Will utilize Site Procedures and Access Procedures for Tritium underdevelopment.
		9.6.2		b. Develop and maintain a process for corrective action planning and completion.	DOE-SR	Wilson	
		9.6.2		c. Develop and maintain a process for prioritizing corrective actions and entering them in the DOE Corrective Action Tracting System (CATS)	DOE-SR	Wilson	
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.6.2		d. Coordinate with the field HQ DOE elements to ensure that all closed corrective actions have been verified by persons with sufficient independence from those who perform work described in the CAP.	DOE-SR	Wilson	

SRSO Safety Management Functions - Matrix

Function	DOE Grant Authority	Sub-Function	Sub-Sub-Function	Responsibility	Element	Person(s) Responsible	DOE-SR Reference
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual	9.6.2	9.6.2.1. Corrective Actions	a. Ensure independent reviewers have unfettered access to information and the Tritium Facility.	DOE-SR	Powell, Emerson	Will utilize Site Procedures and Access Procedures for Tritium underdevelopment.
	NNSA FRAM						
	NNSA FRAM						
	NNSA FRAM						
		9.6.2		b. Appoint line manager to develop and implement corrective actions from independent reviews.		Wilson	
		9.6.2		c. Implement the Corrective Action Plan and update status in the Corrective Action Tracking System.		Wilson	
		9.6.2		d. Verify corrective actions are closed by independent parties.		Wilson	
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.6.3 Oversight and Enforcement	9.6.3.1. Line Management Oversight	a. Perform management assessment of contractors to evaluate their success in doing work safety.		Wilmot	SRIP 223.4, 223.5, 442.1, DII 442.1.1.1A
	NNSA FRAM						

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Sub-Function	DOE Order/Authority	Responsibility	Priority	Person(s)	DOE-SR
	DOE M 411.1-1B Safety management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.6.3		Appraise performance of the contractor against formally established ES&H and emergency management performance measures and other ES&H and emergency management performance indicators, and take appropriate action. The adequacy of the contractor self-assessment process, and assessments of safety system operability and programs that support system operability should be specifically appraised.	DOE-SR	Richardson	
	DOE M 411.1-1C Safety management Functions, Responsibilities, and Authorities Manual	9.6.3	9.6.3.2. EH independent ES&H Oversight	a. Ensure independent reviewers have unfettered access to information and the Tritium Facilities.	DOE-SR	Powell, Emerson	Will utilize Site Procedures and Access Procedures for Tritium underdevelopment.
		9.6.3		b. Appoint line manager to develop and implement corrective actions from independent reviews.	DOE-SR	Wilson	
		9.6.3		c. If the Office of Independent ES&H Oversight provides comments on a a CAP, determine whether the CAP needs to be revised to address those comments, and revise the CAP appropriately.	DOE-SR	Wilson	
		9.6.3		d. Implement the plan and update status in the Corrective Action Tracking System.	DOE-SR	Wilson	
		9.6.3		e. Verify corrective actions are closed by independent parties.	DOE-SR	Wilson	
	DOE O 151.1A Comprehensive Emergency Management System	9.6.3		e. Develop, implement, maintain, and update, as necessary, an emergency management program, commensurate with the facility-specific hazards and consistent with Departmental directives and standards of performance.		Goehle	
		9.6.3		f. Prepare and maintain emergency plans, procedures, and technical resource capabilities that address emergency classification, notification, reporting, response actions, training and drills, exercises, emergency public information, outreach and coordination, accident investigation, and applicable Federal statutes, State and local laws, DOE Orders, and implementing regulations and guidance.		Goehle	

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Sub-Function	Sub-Sub-Function	Responsibility	Person(s)	DOE-SR Procedure
		9.6.3		g. Prepare and submit to the cognizant operations/field office manager for approval documentation to establish Emergency Planning Zones, Emergency Plans, and Emergency Readiness Assurance Plans.	DOE-SR Wilson	
		9.6.3		h. Direct appropriate emergency response actions within the area under their control and at the scene of the emergency.	DOE-SR Wilson	
		9.6.3		i. Participate in the development of mutual assistance agreements with State and local authorities.	DOE-SR Wilson	
		9.6.3		j. Ensure the effectiveness of a continuing emergency preparedness program.	DOE-SR Wilson	
		9.6.3		k. Establish and maintain an internal assessment program to ensure the readiness of emergency response capabilities, including developing and conducting a self-assessment program, as well as establishing systems and measures to monitor and evaluate line performance.	 Goehle	
	DOE M 411.1-1C Safety management Functions, Responsibilities, and Authorities Manual	9.6.3	9.6.3.3. OA Independent Emergency Management Oversight	a. Ensure independent reviewers have unfettered access to information and the Tritium Facilities.	DOE-SR Powell, Emerson	Will utilize Site Procedures and Access Procedures for Tritium underdevelopment.
		9.6.3		b. Appoint line manager to develop within 30 days and implement corrective actions from independent reviews.	 Wilson	
		9.6.3		c. Implement the plan and update status in the Corrective Action Tracking System.	 Wilson	
		9.6.3		d. Verify corrective actions are closed by independent parties.	 Wilson	
	DOE M 411.1-1B Safety Management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.6.3	9.6.3.4. Price-Anderson Enforcement	Monitor contractor reporting of potential nuclear safety violations and non-compliances with nuclear safety Rules to the Office of Enforcement and Investigation for review under the provisions of 10 CFR Part 820.	DOE-SR Boyd	

SRSO Safety Management Functions - Matrix

Function	DOE Order/Authority	Sub Function	Sub Sub Function	Responsibility	External	Person(s) Responsible	DOE-SR Protection
	DOE M 411.1-1B Safety Management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.6.3		b. Provide information and support investigations.		Boyd	
		9.6.3		c. Ensure unfettered access to investigators.	DOE-SR	Powell, Emerson	Will utilize Site Procedures and Access Procedures for Tritium underdevelopment.
	DOE M 411.1-1B Safety Management Functions, Responsibilities, and Authorities Manual/ NNSA FRAM	9.6.3		d. Participate in enforcement conferences.		Boyd	
	DOE M 411.1-1B Safety Management Functions, Responsibilities, and Authorities Manual	9.6.3	9.6.3.5 Interface with DNFSB	Provide full cooperation with the Board, including ready access to Departmental facilities, personnel, and information	DOE-SR	Wilmot	

Singh, Rabindra

From: peter.kozak@srs.gov
Sent: Tuesday, May 18, 2004 12:42 PM
To: Singh, Rabindra
Cc: Wilson, Bruce-W. (SRS); Pizzariello, Philip;
Subject: Re: NNSA-SRSO FRAM Implementation

Rabi,

In response to your request for additional information, the following is provided.

Regarding site-specific procedures, the Savannah River Operations Office (SR) has developed several Savannah River Implementing Procedures (SRIPs); the following table lists the SRIPs that are not strictly administrative in nature:

Chapter	Rev.	Title	Effective Date	Notes:
150.3	1	DOE-SRS Emergency Management Program	03/15/02	1
223.4	3	SR Technical Assessment Program	10/05/00	2
223.5	2	DOE-Savannah River Site Self-Assessment Program	01/31/01	3
225.1	2	Accident Investigations	03/24/04	4
231.1	2	Environment, Safety, and Health Reporting Requirements	01/22/04	4
251.2	3	Oversight of Contractor S/RID Activities	11/25/03	4
253.1	2	Preparation and Approval of DOE-SRS Directives	12/26/01	1
361.1	2	DOE-SRS Oversight of Contractor Training and Qualification Program Activities	03/29/02	1
420.1	1	DOE-SRS Notification to the Contractor of an Adverse Condition/Stop Work Order	07/20/01	1
421.1	3	Nuclear Safety Oversight	10/03/03	2
425.1	1	Nuclear Facility Startup Approval Process	03/11/04	4
430.1	3	Facility Representative Program	03/02/00	2
440.1	2	DOE-SR Fire Protection	04/19/04	2
440.3	0	DOE-SRS Federal Employee Occupational Safety and Health (FEOSH) Program	07/17/01	1
441.1	3	Radiation Protection	12/22/03	4
450.1	1	SR Environmental Protection Program	07/08/97	2
450.4	0	Authorization Agreements	05/13/98	2

Notes:

1. Specifically includes SRSO
2. Does not refer specifically to SRSO

5/18/2004

3. SRSO concurred on procedure, but SRSO is not specifically included
4. Procedure is annotated that SRSO may elect to adopt requirements

As indicated via the above notes, not all of these local procedures currently include the National Nuclear Security Administration - Savannah River Site Office (SRSO). SRSO has committed to developing and implementing internal procedures for its Facility Representative Program, Technical Assessment Program, Self-Assessment Program, and Commitment Tracking System by 9/30/04.

SRSO will also review the complete list of SR site-specific procedures, determine the appropriate path forward (request revision, implement as written, generate SRSO-specific procedures, etc.) and complete implementation of the procedures by December 3, 2004.

With respect to contractual requirements, the current contract between DOE and the Westinghouse Savannah River Company (WSRC) encompasses both EM and NNSA activities. A Standards/Requirements Identification Document (S/RID) defines the DOE orders, policies, etc. that are required to be implemented by WSRC via the contract. This existing S/RID is revised as necessary (via negotiation between SR and WSRC) when upper tier documents are revised. Although SR has the lead in reviewing and approving S/RID revisions, SRSO must provide concurrence on these revisions. This is an ongoing effort that will continue through the life of the existing contract.

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