

Department of Energy

Washington, DC 20585
December 29, 1995

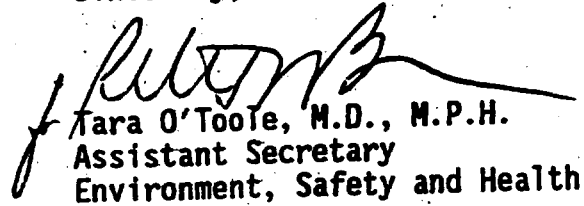
Honorable John T. Conway
Chairman
Defense Nuclear Facilities Safety Board
625 Indiana Avenue, N.W.
Washington, D.C. 20004

Dear Mr. Chairman:

Enclosed is the Office of Environment, Safety and Health's (EH) Office of Oversight Corrective Action Plan for the EH Residents at the Oak Ridge Site. This deliverable is in response to DNFSB Recommendation 94-4, Implementation Plan Task 5 (commitment 5.3), technical competence of the key Federal personnel at the U.S. Department of Energy Oak Ridge Site.

This deliverable, in addition to the deliverables transmitted by this office on November 8, 1995, (commitments 5.1 and 5.2), completes all required deliverables by the Office of Environment, Safety and Health's Office of Oversight.

Sincerely,


Tara O'Toole, M.D., M.P.H.
Assistant Secretary
Environment, Safety and Health

Enclosure

cc:
M. B. Whitaker, EH-9

CORRECTIVE ACTION PLAN
FOR
EH OFFICE OF OVERSIGHT
TRAINING TEAM ASSESSMENT REPORT
FOR THE
EH RESIDENTS
AT THE
U.S. DEPARTMENT OF ENERGY
OAK RIDGE SITE
(Y-12)

December 1995

INTRODUCTION

The EH Office of Oversight Training Team conducted a review of the qualifications and training status of the EH Residents at Oak Ridge in response to Defense Nuclear Facilities Safety Board (DNFSB) Recommendation 94-4 which involved criticality safety deficiencies observed at the U.S. Department of Energy Oak Ridge Y-12 Plant. This report provides the Corrective Action Plan for the deficiencies noted in the report issued by the Training Team in October 1995.

CORRECTIVE ACTION PLAN

- 1.0 Weakness: The EH Residents at Oak Ridge require basic environmental training.
- Response: The EH Residents at Oak Ridge need to obtain training pertaining to applicable environmental regulations, on a priority basis.
- Milestone: 1.1 Identify appropriate environmental training courses.
DUE DATE: March 1, 1996
- 1.2 Complete environmental training for all EH Resident staff at Oak Ridge.
DUE DATE: September 30, 1997
- 2.0 Weakness: The EH Residents at Oak Ridge with radiological and nuclear safety expertise require additional training in criticality safety to enhance their technical skills and improve knowledge of nuclear criticality safety.
- Response: The EH Residents that perform radiological and nuclear safety surveillances at Y-12 need to maintain a state-of-the-art proficiency with regard to nuclear criticality safety. At least every two years, these EH Residents should attend refresher training in nuclear criticality safety.
- Milestone: 2.1 Identify nuclear criticality safety training courses for the EH Residents performing radiological and nuclear safety surveillances at Y-12.
DUE DATE: February 1, 1996
- 2.2 Complete nuclear criticality safety training.
DUE DATE: December 31, 1996
- 3.0 Weakness: The EH Residents at Oak Ridge need a formal tracking system to track the status of EH Residents site access and qualification training.
- Response: The Oak Ridge EH Residents Office recognized the need for this tracking system and have initiated its development.
- Milestone: 3.1 Complete development of a training tracking system.
DUE DATE: December 1, 1995 (Action Completed)

- 4.0 Weakness: The current process for procuring site access training for the EH Residents at Oak Ridge is cumbersome and time-consuming.
- Response: Based on the completion of a site access training tracking system, the processing of training requests should be improved. The tracking system will provide advanced information on the training needs of the EH Residents. With this information, the training requests should be easily processed in advance of the date of the course.
- Milestone: 4.1 Develop a training request procedure for Oak Ridge that will streamline the training request process.
DUE DATE: March 1, 1996
- 4.2 Implement training request procedure.
DUE DATE: April 1, 1996
- 5.0 Weakness: Individual Development Plans (IDPs) of the EH Residents at Oak Ridge varied in quality and level of detail, and had not been updated.
- Response: The Office of Oversight will issue a procedure concerning Individual Development Plans. The EH Residents at Oak Ridge will update their IDPs based on this procedure.
- Milestone: 5.1 Develop and issue IDP Procedure.
DUE DATE: January 1, 1996
- 5.2 Update EH Residents IDPs.
DUE DATE: March 31, 1996
- 6.0 Weakness: The EH Resident procedure controlling surveillance reporting does not address appropriate followup of overdue line management responses, to EH Resident issues.
- Response: This was identified during an EH-24 meeting on April 26-27, 1995, and appropriate follow-up methods (phone call followed by formal memorandum) were discussed. Specific assignments and timeframes for revising the surveillance reporting procedure were assigned during the EH Residents quarterly meeting, held on October 11-13, 1995.
- Milestone: 6.1 Revise EH Resident procedure controlling surveillance reporting.
DUE DATE: February 1, 1996
- 7.0 Weakness: Implementation of the Office of Oversight Technical Qualification Program was at the initial stages at the time of the review, therefore this item was not evaluated.

Response: The Office of Oversight is aggressively implementing the Technical Qualification Program.

Milestone: 7.1 EH Residents will receive their TQP qualification records listing outstanding competencies requiring learning activities. The Office of Planning and Analysis will continuously monitor the individual and office-wide status of TQP implementation.
DUE DATE: January 1, 1996

Milestone: 7.2 An Office of Oversight Training Team will re-evaluate the status of the Oak Ridge training and qualification program and follow-up successful completion of all the above milestones.
DUE DATE: September 30, 1996