

[DOE LETTERHEAD]

April 16, 1996

The Honorable John T. Conway
Chairman
Defense Nuclear Facilities Safety Board
625 Indiana Avenue, NW, Suite 700
Washington, DC 20004

Dear Mr. Chairman:

Thank you for bringing to my attention the delay encountered in receiving the 93-3 Implementation Plan Quarterly Report-for the period ending December 31, 1995.

The cover letter for the Report was signed by me on January 31, 1996 and subsequently dated February 1, 1996. Administrative processing of the letter and the Report for transmission to your office was handled by the Technical Personnel Program Coordinator's office.

Our investigation into reasons for the delay has determined that proper document control procedures were not followed resulting in the document being "misplaced". To ensure prompt delivery in the future, we will hand carry the Quarterly Reports directly to the Board, as we have done in the past.

I apologize for any inconvenience the delay has caused you or your staff.

Sincerely,

Archer L. Durham
Assistant Secretary for
Human Resources and Administration

c. M. Whitaker
T. Evans

TP-96-0024