

APPENDIX A

**U.S. Department of Energy-Oak Ridge Operations
Corrective Actions In Response
to the
Independent Safety Basis Assessment
of
Bechtel Jacobs Company LLC
and
U.S. Department of Energy
Oak Ridge Operations Office**

Issue MG1: Inadequate consideration was given to the management systems, processes, and technical capabilities in place when the authority for SB review and approval was delegated to ORO and then further delegated to the AMEM.

DESCRIPTION OF CORRECTIVE ACTION:

OR/MG1-1.	Determine root causes for the SB issues identified and corrective actions.
OR/MG1-2.	Identify missing management systems and processes needed to adequately review and approve SB documents.
OR/MG1-3.	Design and codify the necessary management systems and processes.
OR/MG1-4.	Issue organization-specific procedures, as needed, to implement the necessary management systems and processes (AMESH).
OR/MG1-5.	Issue organization-specific procedures, as needed, to implement the necessary management systems and processes (AMEM).
OR/MG1-6.	Issue organization-specific procedures, as needed, to implement the necessary management systems and processes (AMAU).
OR/MG1-7.	Issue organization-specific procedures, as needed, to implement the necessary management systems and processes (AML).
OR/MG1-8.	Implement organization-specific procedures, as needed, to implement the necessary management systems and processes (AMESH).
OR/MG1-9.	Implement organization-specific procedures, as needed, to implement the necessary management systems and processes (AMEM).
OR/MG1-10.	Implement organization-specific procedures, as needed, to implement the necessary management systems and processes (AMAU).
OR/MG1-11.	Implement organization-specific procedures, as needed, to implement the necessary management systems and processes (AML).
OR/MG1-12.	Verify implementation and adequacy of the necessary management systems and processes.

DOE RESPONSIBLE PERSON:

OR/MG1-1.	Margaret Morrow
OR/MG1-2.	Margaret Morrow
OR/MG1-3.	Margaret Morrow
OR/MG1-4.	Robert Poe
OR/MG1-5.	Gerald Boyd
OR/MG1-6.	Robert Brown
OR/MG1-7.	George Malosh
OR/MG1-8.	Robert Poe
OR/MG1-9.	Gerald Boyd
OR/MG1-10.	Robert Brown
OR/MG1-11.	George Malosh
OR/MG1-12.	Jeff Cravens

CORRECTIVE ACTION INITIATION DATE:

OR/MG1-1.	March 25, 2002
OR/MG1-2.	March 25, 2002
OR/MG1-3.	March 25, 2002
OR/MG1-4.	March 25, 2002
OR/MG1-5.	March 25, 2002
OR/MG1-6.	March 25, 2002
OR/MG1-7.	March 25, 2002
OR/MG1-8.	April 15, 2002
OR/MG1-9.	April 15, 2002
OR/MG1-10.	April 15, 2002
OR/MG1-11.	April 15, 2002
OR/MG1-12.	September 15, 2002

EXPECTED COMPLETION DATE:

OR/MG1-1.	April 2, 2002
OR/MG1-2.	April 30, 2002
OR/MG1-3.	May 15, 2002
OR/MG1-4.	May 30, 2002
OR/MG1-5.	May 30, 2002
OR/MG1-6.	May 30, 2002
OR/MG1-7.	May 30, 2002
OR/MG1-8.	July 1, 2002
OR/MG1-9.	July 1, 2002
OR/MG1-10.	July 1, 2002
OR/MG1-11.	July 1, 2002
OR/MG1-12.	October 1, 2002

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

OR/MG1-1.	Root cause analysis report and CAP
OR/MG1-2.	Written process for SB approval under M-2 signature
OR/MG1-3.	Memo under M-2 signature
OR/MG1-4.	Approved organization-specific procedure or equivalent
OR/MG1-5.	Approved organization-specific procedure or equivalent
OR/MG1-6.	Approved organization-specific procedure or equivalent
OR/MG1-7.	Approved organization-specific procedure or equivalent
OR/MG1-8.	Written declaration of implementation under Assistant manager (AM) signature
OR/MG1-9.	Written declaration of implementation under AM signature
OR/MG1-10.	Written declaration of implementation under AM signature
OR/MG1-11.	Written declaration of implementation under AM signature
OR/MG1-12.	Report of verification activities indicating positive implementation and adequacy of necessary management systems and processes

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

OR/MG2-1 through OR/MG2-9

Issue MG2: The AMESH role of SB review and independent technical evaluation of SB documents is not being performed effectively. Contributing factors include a lack of available, qualified SB experts, an ORO process that permits the AMESH to exercise SB roles only when requested by line organizations, and a breakdown in communication between the AMESH and AMEM.

DESCRIPTION OF CORRECTIVE ACTION:

OR/MG2-1.	Interim: Use details and support service contractors to augment staff while defining ORO SB process and evaluating work load based on process.
OR/MG2-2.	Reevaluate staffing analysis based on current organizational expectations for AMEM.
OR/MG2-3.	Reevaluate staffing analysis based on current organizational expectations for AMESH.
OR/MG2-4.	Reevaluate staffing analysis based on current organizational expectations for AML.
OR/MG2-5.	Reevaluate staffing analysis based on current organizational expectations for AMAU.
OR/MG2-6.	Make sufficient qualified staffing available and develop contingency plan if minimum staffing is not available.
OR/MG2-7.	Evaluate effectiveness of implemented process to identify overlaps, gaps, and metrics.
OR/MG2-8.	Interim: Issue roles and responsibilities under M-2 signature.
OR/MG2-9.	Long-term: Define roles and responsibilities in an ORO Directive.

DOE RESPONSIBLE PERSON:

OR/MG2-1.	Robert Poe
OR/MG2-2.	Gerald Boyd
OR/MG2-3.	Robert Poe
OR/MG2-4.	George Malosh
OR/MG2-5.	Robert Brown
OR/MG2-6.	Michael Holland
OR/MG2-7.	Margaret Morrow
OR/MG2-8.	Margaret Morrow
OR/MG2-9.	Robert Poe

CORRECTIVE ACTION INITIATION DATE:

OR/MG2-1.	December 15, 2001
OR/MG2-2.	April 10, 2002
OR/MG2-3.	April 10, 2002
OR/MG2-4.	April 10, 2002
OR/MG2-5.	April 10, 2002
OR/MG2-6.	September 1, 2002
OR/MG2-7.	November 1, 2002
OR/MG2-8.	December 20, 2001
OR/MG2-9.	February 22, 2002

EXPECTED COMPLETION DATE:

OR/MG2-1.	April 30, 2002
OR/MG2-2.	May 31, 2002
OR/MG2-3.	May 31, 2002
OR/MG2-4.	May 31, 2002
OR/MG2-5.	May 31, 2002
OR/MG2-6.	November 1, 2002
OR/MG2-7.	November 15, 2002
OR/MG2-8.	December 20, 2001 (complete)
OR/MG2-9.	May 31, 2002

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

OR/MG2-1.	Detail assignment documentation
OR/MG2-2.	Staffing analysis under signature of AMEM
OR/MG2-3.	Staffing analysis under signature of AMESH
OR/MG2-4.	Staffing analysis under signature of AML
OR/MG2-5.	Staffing analysis under signature of AMAU
OR/MG2-6.	Organization chart indicating positions staffed in accordance with staffing plan
OR/MG2-7.	Report of evaluation activities, findings, and recommendations
OR/MG2-8.	Memo under M-2 signature
OR/MG2-9.	Approved directive

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

N/A

Issue MG3: Processes, systems, and procedures used by ORO and BJC to prepare, review, approve, and monitor nuclear facility SBs, as well as to track SB assessment findings and corrective actions, have been conducted very informally, if at all.

DESCRIPTION OF CORRECTIVE ACTION:

Issue program descriptions, procedures, and assessment strategy (see MG-1 and MG-7).

OR/MG3-1.	Issue ORO dispute resolution process.
OR/MG3-2.	Assign resources to issues management system (IMS) development team.
OR/MG3-3.	Define IMS requirements.
OR/MG3-4.	Procure/develop software.
OR/MG3-5.	Document ORO issues management process.
OR/MG3-6.	Train personnel on IMS use.
OR/MG3-7.	Issue ORO IMS process.
OR/MG3-8.	Populate IMS with AMEM data.
OR/MG3-9.	Populate IMS with AMESH data.
OR/MG3-10.	Populate IMS with AMAU data.
OR/MG3-11.	Populate IMS with AML data.

DOE RESPONSIBLE PERSON:

OR/MG3-1.	Margaret Morrow
OR/MG3-2.	Margaret Morrow
OR/MG3-3.	Robert Poe
OR/MG3-4.	Robert Poe
OR/MG3-5.	Robert Poe
OR/MG3-6.	Robert Folker
OR/MG3-7.	Michael Holland
OR/MG3-8.	Gerald Boyd
OR/MG3-9.	Robert Poe
OR/MG3-10.	Robert Brown
OR/MG3-11.	George Malosh

CORRECTIVE ACTION INITIATION DATE:

See also MG-1 and MG-7.

OR/MG3-1.	April 29, 2002
OR/MG3-2.	February 22, 2002
OR/MG3-3.	April 5, 2002
OR/MG3-4.	May 3, 2002
OR/MG3-5.	May 3, 2002
OR/MG3-6.	July 26, 2002
OR/MG3-7.	September 24, 2002
OR/MG3-8.	October 1, 2002
OR/MG3-9.	October 1, 2002
OR/MG3-10.	October 1, 2002
OR/MG3-11.	October 1, 2002

EXPECTED COMPLETION DATE:

See also MG-1 and MG-7.

OR/MG3-1.	May 31, 2002
OR/MG3-2.	April 4, 2002 (complete)
OR/MG3-3.	May 2, 2002
OR/MG3-4.	July 11, 2002
OR/MG3-5.	July 25, 2002
OR/MG3-6.	September 9, 2002
OR/MG3-7.	September 30, 2002
OR/MG3-8.	November 11, 2002
OR/MG3-9.	November 11, 2002
OR/MG3-10.	November 11, 2002
OR/MG3-11.	November 11, 2002

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

See also MG-1 and MG-7.

OR/MG3-1.	Approved ORO dispute resolution process
OR/MG3-2.	Task Team charter
OR/MG3-3.	White paper describing ORO IMS requirements
OR/MG3-4.	Memo declaring functional software under Director Assessments and Emergency Management Division (AMED) signature
OR/MG3-5.	Draft ORO IMS process (e.g., user's manual)
OR/MG3-6.	Lesson plan and attendance sheet(s)
OR/MG3-7.	Written ORO IMS process
OR/MG3-8.	Memo under AM signature certifying completion of data entry
OR/MG3-9.	Memo under AM signature certifying completion of data entry
OR/MG3-10.	Memo under AM signature certifying completion of data entry
OR/MG3-11.	Memo under AM signature certifying completion of data entry

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

OR/MG1-2 through OR/MG1-12

Issue MG4: ORO and BJC managers have not been held accountable for their lack of performance in exercising their nuclear safety roles, responsibilities, and authorities.

DESCRIPTION OF CORRECTIVE ACTION:

OR/MG4-1.	Manager M-1 issues expectation for manager accountability for SB and incorporate into M-1 and M-2 performance standard.
OR/MG4-2.	Incorporate expectations into AMEM performance standards.
OR/MG4-3.	Incorporate expectations into AMESH performance standards.
OR/MG4-4.	Incorporate expectations into AML performance standards.
OR/MG4-5.	Incorporate expectations into AMAU performance standards.
OR/MG4-6.	Independently assess the effectiveness of the accountability process.

DOE RESPONSIBLE PERSON:

OR/MG4-1.	Michael Holland
OR/MG4-2.	Gerald Boyd
OR/MG4-3.	Robert Poe
OR/MG4-4.	George Malosh
OR/MG4-5.	Robert Brown
OR/MG4-6.	Michael Holland

CORRECTIVE ACTION INITIATION DATE:

OR/MG4-1.	February 22, 2002
OR/MG4-2.	February 25, 2002
OR/MG4-3.	February 25, 2002
OR/MG4-4.	February 25, 2002
OR/MG4-5.	February 25, 2002
OR/MG4-6.	March 29, 2002

EXPECTED COMPLETION DATE:

OR/MG4-1.	April 30, 2002
OR/MG4-2.	March 29, 2002 (complete)
OR/MG4-3.	March 29, 2002 (complete)
OR/MG4-4.	March 29, 2002 (complete)
OR/MG4-5.	March 29, 2002 (complete)
OR/MG4-6.	April 1, 2003

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

OR/MG4-1.	Memo under M-2 signature
OR/MG4-2.	Copies of applicable performance appraisal plans
OR/MG4-3.	Copies of applicable performance appraisal plans
OR/MG4-4.	Copies of applicable performance appraisal plans
OR/MG4-5.	Copies of applicable performance appraisal plans
OR/MG4-6.	Copy of assessment evaluation

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

N/A

Issue MG5: Several factors have led the team to conclude that there has been an overall lack of management priority given to nuclear safety within both the ORO and BJC organizations.

DESCRIPTION OF CORRECTIVE ACTION:

N/A (This issue is addressed by the corrective actions listed under Issues MG1 and MG4.)

DOE RESPONSIBLE PERSON:

N/A

CORRECTIVE ACTION INITIATION DATE:

N/A

EXPECTED COMPLETION DATE:

N/A

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

N/A

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

CORRECTIVE ACTIONS RELATED TO FINDINGS MG1 & MG4

Issue MG6: The WSS included in the BJC contract did not fully invoke applicable nuclear safety requirements and standards.

DESCRIPTION OF CORRECTIVE ACTION:

OR/MG6-1. Re-evaluate the existing BJC WSS set.
OR/MG6-2. Modify the BJC WSS set, as appropriate.
OR/MG6-3. Determine adequacy of ORO WSS development process and implement any necessary upgrades (see MG-4 for linkage to accountability root cause).

DOE RESPONSIBLE PERSON:

OR/MG6-1. Gerald Boyd
OR/MG6-2. Gerald Boyd
OR/MG6-3. Margaret Morrow

CORRECTIVE ACTION INITIATION DATE:

OR/MG6-1. February 22, 2002
OR/MG6-2. April 8, 2002
OR/MG6-3. April 10, 2002

EXPECTED COMPLETION DATE:

OR/MG6-1. March 29, 2002 (complete)
OR/MG6-2. December 6, 2002
OR/MG6-3. May 31, 2002

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

OR/MG6-1. Report of re-evaluation findings and recommendations under AMEM signature
OR/MG6-2. Copy of modified WSS set
OR/MG6-3. Statement of adequacy or recommendations/modifications under M-2 signature

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

N/A

Issue MG7: No independent SB assessment role has been practiced. DOE FRs do not formally or routinely communicate nuclear SB issues to ORO management. Therefore, the ORO Manager never had an “honest” safety broker who was capable of identifying that there was an ongoing problem.

RECOMMENDATION MG7a

DOE FRs should formalize their assessment process related to SB, including documentation of concerns and findings and communication to the ORO Manager. (See related actions MG-1, MG-3, and MG-4)

DESCRIPTION OF CORRECTIVE ACTION:

OR/MG7-1.	Include periodic SB program assessments in an ORO Annual Assessment Plan
OR/MG7-2.	Conduct an assessment of the EM FR program.
OR/MG7-3.	Conduct an assessment of Oak Ridge National Laboratory (ORNL) FR program.
OR/MG7-4.	Provide recommendations for formalization of an ORO FR program.
OR/MG7-5.	Decide on desired changes relative to the ORO FR program.
OR/MG7-6.	Implement desired changes relative to the ORO FR program.

DOE RESPONSIBLE PERSON:

OR/MG7-1.	Margaret Morrow
OR/MG7-2.	Robert Poe
OR/MG7-3.	Robert Poe
OR/MG7-4.	Robert Poe
OR/MG7-5.	Margaret Morrow
OR/MG7-6.	Gerald Boyd

CORRECTIVE ACTION INITIATION DATE:

OR/MG7-1.	April 15, 2002
OR/MG7-2.	April 8, 2002
OR/MG7-3.	June 10, 2002
OR/MG7-4.	June 17, 2002
OR/MG7-5.	June 18, 2002
OR/MG7-6.	May 1, 2002

EXPECTED COMPLETION DATE:

OR/MG7-1.	May 31, 2002
OR/MG7-2.	April 12, 2002
OR/MG7-3.	June 14, 2002
OR/MG7-4.	June 17, 2002
OR/MG7-5.	July 1, 2002
OR/MG7-6.	July 30, 2002

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

OR/MG7-1.	ORO Annual Assessment Plan
OR/MG7-2.	Assessment report
OR/MG7-3.	Assessment report
OR/MG7-4.	List of recommendations under AMESH signature
OR/MG7-5.	Memorandum of decision under M-2 signature
OR/MG7-6.	Copy of EM FR program description/procedure

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

N/A

Issue MG9: Subcontractors who conduct USQDs are not required to follow the BJC-NS-1001 procedure. In fact, four different procedures are being used by subcontractors at the five sites under BJC's jurisdiction. None of these procedures have been reviewed and approved.

DESCRIPTION OF CORRECTIVE ACTION:

OR/MG9-1. Review and approve BJC USQD procedure and submit to HQ.
OR/MG9-2. Verify use and effectiveness of USQD procedure by BJC and subcontractors.

DOE RESPONSIBLE PERSON:

OR/MG9-1. Gerald Boyd
OR/MG9-2. Gerald Boyd

CORRECTIVE ACTION INITIATION DATE:

OR/MG9-1. February 22, 2002
OR/MG9-2. September 1, 2002

EXPECTED COMPLETION DATE:

OR/MG9-1. May 1, 2002
OR/MG9-2. December 1, 2002

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

OR/MG9-1. Copy of locally-approved BJC USQD procedure (one procedure covers all BJC subcontractors)
OR/MG9-2. Copy of assessment report

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

N/A

Issue MG10: Very little SB-related training has been given to ORO and BJC personnel.

DESCRIPTION OF CORRECTIVE ACTION:

OR/MG10-1.	Conduct training needs analysis to identify personnel in need of SB knowledge (M-1 through organization).
OR/MG10-2.	Incorporate SB competency into TQP Office/Facility Specific Standards.
OR/MG10-3.	Define process for obtaining approval of qualification.
OR/MG10-4.	Review/update applicable position descriptions in AMEM.
OR/MG10-5.	Review/update applicable position descriptions in AML.
OR/MG10-6.	Review/update applicable position descriptions in AMAU.
OR/MG10-7.	Review/update applicable position descriptions in AMESH.

DOE RESPONSIBLE PERSON:

OR/MG10-1.	Robert Folker
OR/MG10-2.	Robert Folker
OR/MG10-3.	Robert Poe
OR/MG10-4.	Gerald Boyd
OR/MG10-5.	George Malosh
OR/MG10-6.	Robert Brown
OR/MG10-7.	Robert Poe

CORRECTIVE ACTION INITIATION DATE:

OR/MG10-1.	February 22, 2002
OR/MG10-2.	February 22, 2002
OR/MG10-3.	February 22, 2002
OR/MG10-4.	April 10, 2002
OR/MG10-5.	April 10, 2002
OR/MG10-6.	April 10, 2002
OR/MG10-7.	April 10, 2002

EXPECTED COMPLETION DATE:

OR/MG10-1.	April 10, 2002
OR/MG10-2.	April 30, 2002
OR/MG10-3.	May 31, 2002
OR/MG10-4.	May 10, 2002
OR/MG10-5.	May 10, 2002
OR/MG10-6.	May 10, 2002
OR/MG10-7.	May 10, 2002

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

OR/MG10-1.	Training needs analysis report
OR/MG10-2.	Copies of approved TQP Standards
OR/MG10-3.	Copy of documented qualification process
OR/MG10-4.	Copies of applicable PDs
OR/MG10-5.	Copies of applicable PDs
OR/MG10-6.	Copies of applicable PDs
OR/MG10-7.	Copies of applicable PDs

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

N/A

Issue SB3: Many SAR and BIO documents do not adequately reflect current organizations, activities, missions, and hazards.

DESCRIPTION OF CORRECTIVE ACTION:

OR/SB3-1. Assess and implement compensatory measures to ensure the safety of current operations.
OR/SB3-2. Ensure DSAs are updated in accordance with 10 CFR 830 by BJC.

DOE RESPONSIBLE PERSON:

OR/SB3-1. Gerald Boyd
OR/SB3-2. Gerald Boyd

CORRECTIVE ACTION INITIATION DATE:

OR/SB3-1. October 1, 2001
OR/SB3-2. February 22, 2002

EXPECTED COMPLETION DATE:

OR/SB3-1. May 31, 2002
OR/SB3-2. April 1, 2003

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

OR/SB3-1. Assessment report
OR/SB3-2. Updated DSAs

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

N/A

Issue SB4: The ORO NCS Program still does not meet the intent of DOE Policy 450.5, *Line Environment, Safety, and Health Oversight*. ORO does not have an approved formal program in place, and the corrective actions for the open safety issues identified in May 2000 relative to this program have not been closed. Most of the BJC SARs and BIOs do not adequately describe the criticality safety program, not do they have the requisite commitments in the TSRs and OSRs.

DESCRIPTION OF CORRECTIVE ACTION:

OR/SB4-1.	Establish ORO Criticality Safety Program Description and generic implementing procedure.
OR/SB4-2.	Review and accept BJC generic SMP descriptions.
OR/SB4-3.	Develop strategies for SMP implementation in SB documents.
OR/SB4-4.	Review and comment on BJC DSA implementation guides/manuals.
OR/SB4-5.	Close out open CATS items regarding criticality safety.

DOE RESPONSIBLE PERSON:

OR/SB4-1.	Margaret Morrow
OR/SB4-2.	Gerald Boyd
OR/SB4-3.	Gerald Boyd
OR/SB4-4.	Gerald Boyd
OR/SB4-5.	Robert Poe

CORRECTIVE ACTION INITIATION DATE:

OR/SB4-1.	February 28, 2001
OR/SB4-2.	April 5, 2002
OR/SB4-3.	April 12, 2002
OR/SB4-4.	April 12, 2002
OR/SB4-5.	February 22, 2002

EXPECTED COMPLETION DATE:

OR/SB4-1.	March 28, 2002 (complete)
OR/SB4-2.	June 5, 2002
OR/SB4-3.	July 1, 2002
OR/SB4-4.	July 1, 2002
OR/SB4-5.	November 1, 2002

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

OR/SB4-1.	Approved Criticality Safety Program Description and implementing procedure
OR/SB4-2.	SB Working Group minutes
OR/SB4-3.	SB Working Group minutes
OR/SB4-4.	SB Working Group minutes
OR/SB4-5.	CATS printout showing closed actions

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

N/A

Issue SB7: FHAs were found to be missing, out of date, or inconsistent with the SB documents (e.g., with respect to the combustible loading limits, maximum potential fires, status of fire suppression systems, etc.).

DESCRIPTION OF CORRECTIVE ACTION:

OR/SB7-1. Ensure incorporation of DOE O 420.1 in BJC WSS, as appropriate.
OR/SB7-2. Ensure FHAs are conducted at BJC facilities and integrated into BJC SB documents, as appropriate.
OR/SB7-3. Verify that FHAs are appropriately incorporated into SBs for UT Battelle and BNFL.

DOE RESPONSIBLE PERSON:

OR/SB7-1. Gerald Boyd
OR/SB7-2. Gerald Boyd
OR/SB7-3. Margaret Morrow

CORRECTIVE ACTION INITIATION DATE:

OR/SB7-1. February 22, 2002
OR/SB7-2. April 12, 2002
OR/SB7-3. June 1, 2002

EXPECTED COMPLETION DATE:

OR/SB7-1. March 29, 2002 (complete)
OR/SB7-2. April 1, 2003
OR/SB7-3. August 1, 2002

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

OR/SB7-1. WSS set, Section 4.2
OR/SB7-2. Approved BJC procedure
OR/SB7-3. Verification report

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

N/A

Issue ORRC1: The ORO root cause analysis focused on the SB issue, AMEM, and AMESH. However, the root causes identified have clear implications for other activities and organizations within ORO.

DESCRIPTION OF CORRECTIVE ACTION:

ORRC1-1. Conduct additional analysis of selected ORO processes to identify any changes in business practices necessary to prevent problems similar to those observed in ORO SB activities.

DOE RESPONSIBLE PERSON:

ORRC1-1. Margaret Morrow

CORRECTIVE ACTION INITIATION DATE:

ORRC1-1. April 29, 2002

EXPECTED COMPLETION DATE:

ORRC1-1. July 1, 2002

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

ORRC1-1. List of ORO processes analyzed and report of analysis

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

N/A

Issue ORRC2: ORO has not codified a root cause analysis process to use when significant problems or deficiencies are identified.

DESCRIPTION OF CORRECTIVE ACTION:

ORRC2-1. Institute an ORO root cause analysis process that is automatically invoked when a problem or deficiency of appropriate significance is identified.

DOE RESPONSIBLE PERSON:

ORRC2-1. Margaret Morrow

CORRECTIVE ACTION INITIATION DATE:

ORRC2-1. April 29, 2002

EXPECTED COMPLETION DATE:

ORRC2-1. July 1, 2002

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

ORRC2-1. Documented and approved ORO root cause analysis process

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

N/A

Issue ORRC3: No performance standards were established to define successful implementation of ISMS.

DESCRIPTION OF CORRECTIVE ACTION:

ORRC3-1. Develop and issue performance standards for ISMS implementation and verification.

DOE RESPONSIBLE PERSON:

ORRC3-1. Margaret Morrow

CORRECTIVE ACTION INITIATION DATE:

ORRC3-1. March 1, 2002

EXPECTED COMPLETION DATE:

ORRC3-1. September 30, 2002

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

ORRC3-1. Documented and approved ORO ISMS verification process

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

N/A

Issue ORRC4: It is unclear who is responsible for the ORO ISMS.

DESCRIPTION OF CORRECTIVE ACTION:

ORRC4-1. Charter an ORO ISMS Advisory Committee to assist the Operations Office Manager in maintaining the ORO ISMS.

DOE RESPONSIBLE PERSON:

ORRC4-1. M-1

CORRECTIVE ACTION INITIATION DATE:

ORRC4-1. November 1, 2002

EXPECTED COMPLETION DATE:

ORRC4-1. November 10, 2002

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

ORRC4-1. Approved ORO ISMS Advisory Committee charter

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

ORRC4-1. Each line manager develops an appropriate ISM program implementation and procedure

Issue ORRC5: There is a lack of management priority and accountability for closing findings.

DESCRIPTION OF CORRECTIVE ACTION:

ORRC5-1. Adopt a process for routinely bringing open issues and actions to management attention (see MG-4).

DOE RESPONSIBLE PERSON:

ORRC5-1. M-1

CORRECTIVE ACTION INITIATION DATE:

ORRC5-1. April 15, 2002

EXPECTED COMPLETION DATE:

ORRC5-1. July 1, 2002

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

ORRC5-1. Documented process under M-1 signature

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

N/A

Issue ORRC6: ISMS Certification has been revoked for ORO.

DESCRIPTION OF CORRECTIVE ACTION:

ORRC6-1. Develop an ORO Federal ISMS Program.
ORRC6-2. Implement ORO Federal ISMS Program.
ORRC6-3. Conduct a self-assessment of ORO Federal ISMS Program implementation.
ORRC6-4. Commission an independent verification of ORO Federal ISMS Program implementation.

DOE RESPONSIBLE PERSON:

ORRC6-1. Robert Poe
ORRC6-2. Michael Holland
ORRC6-3. Robert Poe
ORRC6-4. Michael Holland

CORRECTIVE ACTION INITIATION DATE:

ORRC6-1. February 1, 2002
ORRC6-2. October 1, 2002
ORRC6-3. April 1, 2003
ORRC6-4. May 20, 2003

EXPECTED COMPLETION DATE:

ORRC6-1. October 1, 2002
ORRC6-2. March 1, 2003
ORRC6-3. April 20, 2003
ORRC6-4. June 15, 2003

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

ORRC6-1. Locally-approved ORO Federal ISMS Program Description
ORRC6-2. Declaration of implementation by memo under M-1 signature based on evidence of program flowdown to each ORO organization
ORRC6-3. Assessment report under Assessment Team Leader signature
ORRC6-4. Verification report under Verification Team Leader signature

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

N/A

LINK TO OTHER CORRECTIVE ACTION? (specify)

N/A

Issue ORRC7: ISMS Verification has been revoked for BJC.

DESCRIPTION OF CORRECTIVE ACTION:

ORRC7-1. Commission an independent verification of BJC ISMS.

DOE RESPONSIBLE PERSON:

ORRC7-1. Michael Holland

CORRECTIVE ACTION INITIATION DATE:

ORRC7-1. November 1, 2002

EXPECTED COMPLETION DATE:

ORRC7-1. November 30, 2002

CORRECTIVE ACTION CLOSURE DOCUMENTATION REQUIRED:

ORRC7-1. Report under Verification Team Leader signature

DOE-HQ SUPPORT ACTION REQUIRED? (specify)

ORRC7-1. Support ISMS verification effort

LINK TO OTHER CORRECTIVE ACTION? (specify)

N/A