



Department of Energy

Washington, DC 20585

EXEC-2010-005411

March 29, 2010

MEMORANDUM FOR KRISTINA M. JOHNSON
UNDER SECRETARY OF ENERGY

THOMAS P. D'AGOSTINO
UNDER SECRETARY FOR NUCLEAR SECURITY

STEVEN E. KOONIN
UNDER SECRETARY FOR SCIENCE

FROM: GLENN S. PODONSKY
CHIEF HEALTH, SAFETY AND SECURITY OFFICER
OFFICE OF HEALTH, SAFETY AND SECURITY

SUBJECT: Central Technical Authorities Approval of Risk Assessment
Technical Expert Working Group Charter

ISSUE: In partial response to the Defense Nuclear Facilities Safety Board (DNFSB) Recommendation 2009-1, *Risk Assessment Methodologies*, the Department of Energy (DOE) committed to establish a Risk Assessment Technical Expert Working Group (RWG). As the Central Technical Authority (CTA) for your organization, the Charter for the RWG is attached for your approval and signature (see Attachment 1).

BACKGROUND: The DNFSB issued Recommendation 2009-1, which recommended the Department take steps to improve its use of quantitative risk assessment in nuclear safety at defense nuclear facilities. The Secretary accepted the recommendation on November 3, 2009, and submitted an Implementation Plan that committed to establishing a RWG. The Secretary's February 1, 2010, letter reaffirming acceptance of Recommendation 2009-1, also emphasized the importance of the commitment to establish the RWG.

In response to a January 15, 2010, memorandum from the Office of Health, Safety and Security (HSS), all affected offices have named representatives to the RWG Steering Committee (see Attachment 2). The Steering Committee approved the attached Charter and has submitted it for HSS and CTA approval.

The Charter establishes the RWG to assist DOE line management in planning and reviewing quantitative risk assessments that may inform or support nuclear safety decisions and support DOE in the review of the use of quantitative risk assessments and the identification of the need for changes in DOE's policy or directives relating to its use.



OPTIONS: Signing the attached RWG Charter will demonstrate that the Department is following through with its commitments. If the Charter is not signed, it will likely result in the DNFSB asserting that DOE is insincere and possibly disingenuous regarding the RWG and the development of a risk policy.

RECOMMENDATION: That the Under Secretaries sign the attached Charter as submitted by the RWG Steering Committee.

CONCURRENCES:

ATTACHMENTS

**RISK ASSESSMENT TECHNICAL EXPERT WORKING GROUP
CHARTER**

March 2010

PURPOSE: To support effective and appropriate utilization of risk assessment tools in nuclear safety applications at defense nuclear facilities.

OBJECTIVES: The Risk Assessment Technical Expert Working Group (RWG) is established to assist the Department of Energy (DOE) with the appropriate and effective use of quantitative risk assessment in nuclear safety-related activities. The activities of the group will help DOE make sure that risk assessments supporting nuclear safety decisions are: conducted in a consistent manner; of appropriate quality; properly documented; and properly tailored to the needs of the decisions they are intended to support. The RWG will also assist DOE in assessing the adequacy of available tools and guidance necessary to support nuclear safety at its nuclear facilities.

ACTIVITIES OF THE RWG:

1. Respond to questions on proper application of risk assessment tools/techniques from DOE site offices and contractors;
2. As requested by field or program offices, perform formal or informal peer reviews of analyses using risk assessment-related tools/techniques at selected sites;
3. Support development of training on the use and performance of risk assessments or techniques;
4. Support DOE's study of the use of risk assessments at DOE sites, facilities, and activities;
5. Evaluate results of DOE's study of risk assessments and use of assessment tools and techniques that is being conducted to support DOE's response to Defense Nuclear Facilities Safety Board Recommendation 2009-1, *Risk Assessment Methodologies*, and recommend follow-on actions; and
6. Support development of risk assessment Policy, Requirements, Guidance, or Technical Standards, as appropriate, to improve or clarify the use of risk assessment to better inform nuclear safety decision making.

ORGANIZATION AND OPERATIONS:

The RWG includes a standing DOE Steering Group responsible for managing and overseeing the work of the RWG and Review Groups that are responsible for implementing tasks and activities defined by the Steering Group. As required, the steering committee will develop protocols necessary to efficiently carry out the function of work activities such as peer reviews.

The membership of the RWG Steering Group will include representatives from the Offices of Health, Safety and Security (HSS), Environmental Management, Science, and Nuclear Energy; and the National Nuclear Security Administration (NNSA); along with representatives for the Chief of Defense Nuclear Safety and the Chief of Nuclear Safety. The Steering Group will select a Chair, Vice-Chair, and appoint an Executive Secretary (non-member) who will be responsible for implementation of administrative functions of the RWG (e.g., organize meetings, maintain records, and maintain a Web site). The list of members is available on the RWG Web Site.

Review Groups will be established to support peer reviews, assist in the planning of risk assessments and complete other tasks or analyses as directed by the Steering Group. The Steering Committee is responsible for designating experts for specific Review Groups based on their relevant expertise. They are selected from a list of eligible Review Group members who are identified by members of the DOE risk assessment community of practice and approved by the Steering Group. Eligible members may include Federal staff, DOE contractors, National Laboratory employees, or external experts under contract to DOE. The approved Review Group members and summaries of their expertise are listed on the RWG Web site.

Meetings of the Steering Group will be held at least quarterly or as necessary to review a request or product or if requested by a member. The Review Groups will meet as required to complete projects, assigned to them by the Steering Group, in a timely fashion.

Resources for accomplishment of the activities of the RWG will be made available by the participating offices represented on the Steering Group. Field or program organizations requesting peer reviews or assistance may be required to fund all or portions of the activities per arrangements made through their respective Steering Group member organization. Each organization represented on the Steering Group should plan to provide for at least one person-month of expert services per year from the list of approved Review Group members. Final requirements will be established based on the demonstrated need.

Assistance Requests for peer review or planning assistance for a nuclear safety related risk assessment should be made to the RWG Program Office representative from the requesting organization or to a representative from the Offices of the Chief of Defense Nuclear Safety, Chief of Nuclear Safety, and HSS, as appropriate, or the office's or site's respective RWG program office representative.

Review Group peer reviews or advice on planning will be submitted to the Steering Group for its endorsement before they are forwarded to the requester. Lessons learned summary reports from the assistance activities are available on the RWG Web site.

Questions regarding the application of risk assessments in nuclear safety may be submitted to an office's or site's respective RWG program office representative or to RWG via the RWG Web site.

Questions will be evaluated by the Steering Group and, as appropriate, assigned to an expert or experts from the review group members list. A formal response will be provided to the requester. Review Group members may work directly with the persons making requests to obtain clarification or facts necessary to develop a response. The answers or advice provided shall not invoke or be perceived as new requirements, as these must be developed and issued through DOE's Directives system.

The questions and answers are also maintained on the RWG Web site.

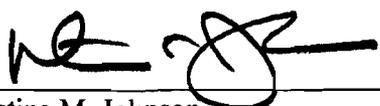
SPONSORSHIP:

The RWG is sponsored by HSS in coordination with Central Technical Authorities (CTA) for NNSA and Energy and the represented program offices. HSS sponsorship includes administrative and logistical support for Steering Group meetings and communications, including management of the RWG Web site. All participating offices sponsor their respective members' actions as they relate to Working Group activities and provide for necessary resources discussed in the Organization and Operations section of the Charter.

TERMINATION DATE:

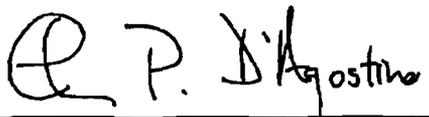
The purpose and objectives for the RWG must be reevaluated within two years of its establishment to determine if its functions are still necessary, require revision, or are no longer needed. Unless renewed (or revised and reapproved) by the Chief Health, Safety and Security Officer, in coordination with the CTAs, the Working Group will terminate on December 31, 2011.

Central Technical Authority Approval:



Kristina M. Johnson
Under Secretary of Energy

Date 4/13/10



Thomas P. D'Agostino
Under Secretary for Nuclear Security

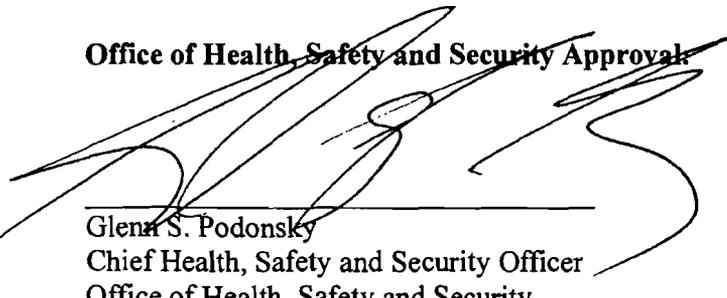
Date APR 13 2010



Steven E. Koonin
Under Secretary for Science

Date 4/14/10

Office of Health, Safety and Security Approval



Glenn S. Podonsky
Chief Health, Safety and Security Officer
Office of Health, Safety and Security

Date 3/29/10

Risk Assessment Technical Expert Working Group Steering Committee Members

Steven Krahn	EM
Richard Lagdon	CNS
Don Nichols	CDNS
James O'Brien	HSS
Carol Sohn	SC
Richard Stark	NE
Sharon Steele	NNSA