

Functional Area WBS #: 14.1 – Conduct of  
Operations

Completed by: R. A. Evans (ANL-W) R. L. Casler (INEEL)

### FUNCTIONAL AREA SUMMARY FORM

(ANL-W & INEEL Laboratory Consolidation to INL)

Consider facilities, hardware, processes, procedures, personnel, training, database, etc. in your functional area.

1) ACTIVITIES needed to transition

What activities should be conducted to support to transition to a single contractor? When is the most opportune time to conduct each activity (pre-transition, transition, incoming contractor)?

Activities to transition functional area to one contractor	3/1 – 11/15 Pre-transition	11/15 – 1/30 Transition	1/31/05 Incoming Contractor
1. Revise Conduct of Operations related procedures			X
2. Conduct any training on procedure changes			X

2) GAP(S)

In your functional area, identify gap(s) that may inhibit a smooth transition. Please list below. Additionally, utilize the Gap/Risk Description form to define each gap/issue.

- *No gaps were identified. Conduct of Operations documents are very similar in context and design. Only minor adjustments will be necessary to merge affected documents dependent upon final contract results.*

3) Other

Are there issues or concerns outside of your functional area that may inhibit the consolidation? If so, please list. Additionally, utilize the Gap/Risk Description form to define each gap/issue.

- *No*

4) Have you initiated any actions outside of this review to facilitate the integration? If so, please describe. *Not Applicable.*

Functional Area WBS #: 14.2 Maintenance

Completed by: J. R. Price (ANL-W) C. Drake (INEEL)

**FUNCTIONAL AREA SUMMARY FORM**

(ANL-W & INEEL Laboratory Consolidation to INL)

Consider facilities, hardware, processes, procedures, personnel, training, database, etc. in your functional area.

1) **ACTIVITIES** needed to transition

What activities should be conducted to support to transition to a single contractor? When is the most opportune time to conduct each activity (pre-transition, transition, incoming contractor)?

Activities to transition functional area to one contractor	3/1 – 11/15 Pre-transition	11/15 – 1/30 Transition	1/31/05 Incoming Contractor
1. Consolidate the programs currently used at ANL-W and INEEL into one INL Maintenance Program, including the adoption of a standardized approach to hazards identification, work control administration/work performance, and required worker training.		X (New Contractor/ANL-W/INEEL)	X

2) **GAP(S)**

In your functional area, identify gap(s) that may inhibit a smooth transition. Please list below. Additionally, utilize the Gap/Risk Description form to define each gap/issue.

- Differences currently exist in the processes, procedures, and training in place to support compliant maintenance programs at each of the integration sites.

3) **Other**

Are there issues or concerns outside of your functional area that may inhibit the consolidation? If so, please list. Additionally, utilize the Gap/Risk Description form to define each gap/issue.

- Differences currently exist in the collective bargaining agreements used to administer activities performed by PACE union members at each of the integration sites. Union issues are addressed in Integration WBS 1.6 – Labor Relations.

- 4) Have you initiated any actions outside of this review to facilitate the integration? If so, please describe.
- No

Functional Area WBS #: 14.2 Maintenance

Completed by: J. R. Price (ANL-W) C. Drake (INEEL)

### GAP/RISK DESCRIPTION FORM

Please complete one form per gap.

- a) Describe the gap(s) that affects the integration of ANL-W and INEEL.

Differences currently exist in the processes, procedures, and training in place to support compliant maintenance programs at each of the integration sites.

- b) Rank the risk, on a scale of 1 to 5, associated with the above gap, and describe the impact(s)? (Risk 1 = minimal consequence on January 31, 2005; Risk 5 = operational barrier to laboratory on January 31, 2005)

Risk: 1

Description:

The processes, procedures, and training currently used to support maintenance activities at each site do not provide the framework necessary for the establishment of a consolidated workforce available for work in all future INL designated facilities. Since both sites have maintenance programs that currently support all critical programmatic work, the impact on INL work activities during the consolidation of the two maintenance programs should be minimal and should not adversely affect transition activities.

- c) What steps should be taken to address the gap(s) and when (pre-transition, transition, incoming contractor)? Please indicate the owner of the action (ANL-W, INEEL, or both where applicable).

	3/1 – 11/15 Pre-transition	11/15 – 1/30 Transition	1/31/05 Incoming Contractor
1. Consolidate the programs currently used at ANL-W and INEEL into one INL Maintenance Program, including the adoption of a standardized approach to hazards identification, work control administration/work performance, and required worker training.		New Contractor (Support from INEEL and ANL-W)	INL

Functional Area WBS #: 14.3 Site Calibration  
(Fixed Instruments)

Completed by: J. R. Price (ANL-W) B.A. Streeper (INEEL)

**FUNCTIONAL AREA SUMMARY FORM**

(ANL-W & INEEL Laboratory Consolidation to INL)

Consider facilities, hardware, processes, procedures, personnel, training, database, etc. in your functional area.

1) **ACTIVITIES** needed to transition

What activities should be conducted to support to transition to a single contractor? When is the most opportune time to conduct each activity (pre-transition, transition, incoming contractor)?

Activities to transition functional area to one contractor	3/1 – 11/15 Pre-transition	11/15 – 1/30 Transition	1/31/05 Incoming Contractor
1. Consolidate site calibration processes and procedures currently used at ANL-W and INEEL into one program supporting the future INL Maintenance Program.		X (New Contractor/ANL-W/INEEL)	X

2) **GAP(S)**

In your functional area, identify gap(s) that may inhibit a smooth transition. Please list below. Additionally, utilize the Gap/Risk Description form to define each gap/issue.

- Differences currently exist in the processes and procedures in place to support compliant maintenance programs involving site calibrations.

3) **Other**

Are there issues or concerns outside of your functional area that may inhibit the consolidation? If so, please list. Additionally, utilize the Gap/Risk Description form to define each gap/issue.

- None

4) **Have you initiated any actions outside of this review to facilitate the integration? If so, please describe.**

- No

Functional Area WBS #: 14.3 Site Calibration  
(Fixed Instruments)

Completed by: J. R. Price (ANL-W) B.A. Streeper (INEEL)

**GAP/RISK DESCRIPTION FORM**

Please complete one form per gap.

- a) Describe the gap(s) that affects the integration of ANL-W and INEEL.

Differences currently exist in the processes and procedures in place to support compliant maintenance programs involving site calibrations.

- b) Rank the risk, on a scale of 1 to 5, associated with the above gap, and describe the impact(s)? (Risk 1 = minimal consequence on January 31, 2005; Risk 5 = operational barrier to laboratory on January 31, 2005)

Risk: 1

Description:

The processes and procedures used to support site calibration maintenance activities at each site do not provide the framework necessary for the establishment of a consolidated workforce able to perform calibrations in all future INL designated facilities. Since both sites have calibration processes and procedures in place that currently support all critical programmatic work, the impact on INL work activities during the consolidation of site calibration activities should be minimal and should not adversely effect transition activities.

- c) What steps should be taken to address the gap(s) and when (pre-transition, transition, incoming contractor)? Please indicate the owner of the action (ANL-W, INEEL, or both where applicable).

	3/1 – 11/15 Pre-transition	11/15 – 1/30 Transition	1/31/05 Incoming Contractor
1. Develop plan/strategy/priorities to Consolidate site calibration processes and procedures currently used at ANL-W and INEEL into one program supporting the future INL Maintenance Program.		New Contractor (Support from INEEL and ANL-W)	INL
2. Implement plan			INL

14.4 Non Nuclear Safety Analysis  
 14.5 Nuclear Safety Analysis  
 14.6 Nuclear Facility Startup/Restart  
 Functional Area WBS #: 14.7 Criticality Safety

Completed by: J.R. Price/R.A. Evans (ANL-W) T. Hobbes (INEEL)

**FUNCTIONAL AREA SUMMARY FORM**

(ANL-W & INEEL Laboratory Consolidation to INL)

Consider facilities, hardware, processes, procedures, personnel, training, database, etc. in your functional area.

1) ACTIVITIES needed to transition

What activities should be conducted to support to transition to a single contractor? When is the most opportune time to conduct each activity (pre-transition, transition, incoming contractor)?

Activities to transition functional area to one contractor	3/1 – 11/15 Pre-transition	11/15 – 1/30 Transition	1/31/05 Incoming Contractor
1. Coordinate agreement with DOE-ID on path forward for ANL-W and BBWI Category 2 Nuclear facility authorization agreements.	X		
2. Coordinate agreement with DOE-ID on path forward for differences in procedure and process.	X	X	
2.a Consolidation of the program			X
2.b Consolidation of the process and procedures			X
3. Training and implementation of the procedures			X
3.1 Qualification requirements established and met.			X
4. Coordinate agreement with DOE-ID on transition period operational reviews and startup of nuclear facilities.	X		
5. Understanding of DNFSB issues	X		

2) GAP(S)

In your functional area, identify gap(s) that may inhibit a smooth transition. Please list below. Additionally, utilize the Gap/Risk Description form to define each gap/issue.

- 1) Authorization Agreements for Category 2 nuclear facilities for both the INEEL and ANL-W expire with the termination of the current contracts.

- 2) There are differences that exist with the processes, procedures, and training that are in place to ensure compliance with the Nuclear Safety Rule.
  - ANL-W is not presently required to comply with the requirements of DOE ID Order 420.D, revision 1. Therefore, different levels of documentation, approval, classification, and DOE involvement exist between ANL-W and INEEL nuclear and non-nuclear safety documents.
  - Hazard identification and control processes and procedures exist but are different.
  - Difference in designation of design features in nuclear safety documents.
  - Differences exist in the qualification program requirements for Unreviewed Safety Question (USQ) evaluators. Other qualification programs (i.e. Safety Analyst) required by the INEEL are not currently required by ANL-W.
- 3) ANL-W has not been under the purview of the DNFSB and is therefore not required to use the DNFSB designations or perform the kinds of inspections for vital safety systems (VSS).
- 4) There are differences in approach to operational reviews for facility start or restart.

3) Other

Are there issues or concerns outside of your functional area that may inhibit the consolidation? If so, please list. Additionally, utilize the Gap/Risk Description form to define each gap/issue.

Determination of the nuclear safety programmatic support to the INL needs to be determined for the ICP/INL split and may have an affect on the ANL-W transition.

ANL-W currently has 10 nuclear facilities and will bring several more on-line in the coming months. **Therefore, the new INL will have approximately 19 nuclear facilities that require nuclear safety programmatic support and personnel.**

- 4) Have you initiated any actions outside of this review to facilitate the integration? If so, please describe.

N/A

14.4 Non Nuclear Safety Analysis  
14.5 Nuclear Safety Analysis  
14.6 Nuclear Facility Startup/Restart  
Functional Area WBS #: 14.7 Criticality Safety  
Completed by: Jim Price/Roger Evans (ANL-W) Tammy Hobbes (INEEL)

### GAP/RISK DESCRIPTION FORM

Please complete one form per gap.

b) Describe the gap(s) that affects the integration of ANL-W and INEEL.

- 1) Authorization Agreements for Category 2 nuclear facilities for both the INEEL and ANL-W expire with the termination of the current contracts.
- 2) There are differences that exist with the processes, procedures, and training that are in place to ensure compliance with the Nuclear Safety Rule.
  - ANL-W is not presently required to comply with the requirements of DOE ID Order 420.D, revision 1. Therefore, different levels of documentation, approval, classification, and DOE involvement exist between ANL-W and INEEL nuclear and non-nuclear safety documents.
  - Hazard identification and control processes and procedures exist but are different.
  - Difference in designation of design features in nuclear safety documents.
  - Differences exist in the qualification program requirements for Unreviewed Safety Question (USQ) evaluators. Other qualification programs (i.e. Safety Analyst) required by the INEEL are not currently required by ANL-W.
- 3) ANL-W has not been under the purview of the DNFSB and is therefore not required to use the DNFSB designations or perform the kinds of inspections for vital safety systems (VSS).
- 4) There are differences in approach to operational reviews for facility start or restart.

b) Rank the risk, on a scale of 1 to 5, associated with the above gap, and describe the impact(s)? (Risk 1 = minimal consequence on January 31, 2005; Risk 5 = operational barrier to laboratory on January 31, 2005)

Risk: 5 for #1

Description:

The authorization agreements for Category 2 nuclear facilities expire on the termination of the BBWI and University of Chicago contracts. Coordination will be required between DOE and contractors to prevent a shutdown of Category 2 facilities.

Risk: 2 for #2-4

As long as there is an agreed to way of managing the nuclear facilities (each site follow their own process until consolidated) at the time of contract change, there should be no impact to operations of nuclear facilities in relation to safety basis documents that are DOE approved and in compliance with the nuclear safety rule.

Because ANL-W and BBWI have hazard identification processes that are in place and verified as part of ISMS, there is no impact with ANL-W not currently being required to meet DOE ID Order 420.D, revision 1 requirements for non-nuclear facilities. As for the nuclear requirements of that Order, there is no impact because the safety documents are DOE approved to be rule compliant. DOE will have to decide whether the “value added” by requiring compliance with ID 420.d is sufficient to warrant the effort required to revise and/or maintain present and future INL safety documents and, if so, what approach should be taken to meet the ID order requirements while maintaining all INL facilities open and available for critical programmatic work.

The facilities that will be under DNFSB purview for the new INL need to be determined to evaluate the impact on ANL-W. ANL-W does review DNFSB directives for incorporation into documents/procedures as value added good practices.

The startup or restart of any nuclear facilities should be accomplished before contract transition, or have an agreed to approach with DOE. ANL-W is in the process of starting up two Category 2 nuclear facilities but should be done by contract change.

- c) What steps should be taken to address the gap(s) and when (pre-transition, transition, incoming contractor)? Please indicate the owner of the action (ANL-W, INEEL, or both where applicable). Post transition the contractor will need to consolidate procedures to have unified nuclear (non-nuclear) safety program.

	3/1 – 11/15 Pre-transition	11/15 – 1/30 Transition	1/31/05 Incoming Contractor
1. Coordinate agreement with DOE-ID on path forward for Category 2 Nuclear facility authorization agreements.	INEEL and ANL-W		
2. Coordinate agreement with DOE-ID on path forward for differences in procedure and process.	INEEL and ANL-W	New Contractor	
2.a Consolidation of the program			INL
2.b Consolidation of the process and procedures			INL
3. Training and implementation of the procedures			INL
3. Qualification requirements established.			INL
4. Coordinate agreement with DOE on transition period operational reviews and startup of nuclear facilities.	INEEL and ANL-W		

5. Understanding of DNFSB issues including the drivers or requirements for involvement of the DNFSB in non-defense related DOE-NE facilities and activities.	ANL-W		
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