

Functional Area WBS #: 27 – Analytical Laboratories

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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. Integration of analytical service capabilities that may be duplicated within INL’s Analytical Laboratory Department and ANL-W.		X (Plans made)	X (Actions taken)
2. Integrate staffing, equipment, policies, procedures, and other laboratory resources.			X

NOTE: The INEEL and ANL-W labs are currently not integrated. Though there are some duplicate capabilities, the laboratories serve different customers. Because of high-demand for all laboratory services, no real opportunity exists to integrate the laboratories before transition.

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.

- None identified

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 identified

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

- No