

July 1, 2003

The Honorable Joshua B. Bolten
Director
Office of Management and Budget
Washington, DC 20503

Dear Mr. Bolten:

In accordance with the "Federal Activities Inventory Reform Act of 1998," Public Law 105-270 (the FAIR Act), enclosed for your review is the Defense Nuclear Facilities Safety Board's (Board) Year 2003 combined inventory of commercial activities and inherently Governmental functions. As required by Office of Management and Budget (OMB) letter M-03-09 dated March 14, 2003, this inventory was submitted to the Board's OMB Resource Management Office representative and the Office of Federal Procurement Policy electronically on June 30, 2003. The following is a summary of the 102 FTEs authorized for FY 2003:

1. Commercial FTEs: 64
 - a. Reason Code A FTEs: 50
 - b. Commercial Activity FTEs: 14
2. Inherently Governmental FTEs: 38

Annual Report on Agency Management of Commercial Activities

The Board did not receive any FAIR Act administrative challenges of its Year 2002 inventory. To accomplish the year 2003 inventory, each Board activity was identified using the 2003 Activity Function Codes. The nature of each activity was evaluated in order to determine FAIR Act eligibility and application of Reason Codes. Also included, for informational purposes, is a list of activities the Board obtains through commercial contractors or other government agencies.

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The Board exceeded the President's Performance Goals and Management Initiatives, by converting more than 15% of its identified commercial activities to a small disadvantaged business contractor. These goals were exceeded more than two years ahead of the President's target date and are in addition to the significant number of activities that the Board has traditionally obtained from commercial contractors.

Should you have any questions regarding this submission, please contact the Board's central point-of-contact for the FAIR Act Inventory, Mr. Kenneth Pusateri, at (202) 694-7060.

Sincerely,

John T. Conway
Chairman

Enclosures: as stated

Federal Activities Inventory Reform Act Report

6/30/2003

Year 2003

Defense Nuclear Facilities Safety Board

| a. Organizational Unit | b. State | c. Location(s) | d. FTE | e. Activity Function Code | f. Reason Code | g. Year first appeared | h. Responsible Official | i. Year of cost comparison | j. CIV/FTE Savings | k. Estimated Annualized cost | l. Date completed post MEO Perf Rev | |
|--|----------|----------------|--------|------------------------------|-------------------|---------------------------|----------------------------|-------------------------------|-----------------------|---------------------------------|--|--|
| Office of the General Manager | | | | | | | | | | | | |
| Administrative Mgmt and Correspondence Services | DC | DC | 1.0 | Y820 | B | 1999 | J. Neubeiser | Not Applicable | N/A | Not Applicable | Not Applicable | |
| Administrative Support | DC | DC | 2.0 | Y000 | B | 1999 | K. Pusateri | Not Applicable | N/A | Not Applicable | Not Applicable | |
| Division of Human Resources | | | | | | | | | | | | |
| Personnel Administrative Support | DC | DC | 1.0 | B000 | B | 1999 | S. Dickerson | Not Applicable | N/A | Not Applicable | Not Applicable | |
| Division of Acquisition & Finance | | | | | | | | | | | | |
| Travel Processing | DC | DC | 1.0 | C302 | B | 1999 | B. Hieneman | Not Applicable | N/A | Not Applicable | Not Applicable | |
| Division of Information Technology & Security | | | | | | | | | | | | |
| Directives & Records Management Services | DC | DC | 1.0 | Y840 | B | 1999 | A. Thibadeau | Not Applicable | N/A | Not Applicable | Not Applicable | |
| Administrative Support Services | DC | DC | 1.0 | T820 | B | 1999 | A. Thibadeau | Not Applicable | N/A | Not Applicable | Not Applicable | |
| Library Services | DC | DC | 1.0 | Y850 | B | 1999 | A. Thibadeau | Not Applicable | N/A | Not Applicable | Not Applicable | |
| Office of the General Counsel | | | | | | | | | | | | |
| Paralegal | DC | DC | 1.0 | Y403 | B | 1999 | R. Azzaro | Not Applicable | N/A | Not Applicable | Not Applicable | |
| Legal Services & Support | DC | DC | 1.0 | Y415 | B | 1999 | R. Azzaro | Not Applicable | N/A | Not Applicable | Not Applicable | |
| Office of the Technical Director | | | | | | | | | | | | |
| Administrative Support | DC | DC | 1.0 | T000 | B | 1999 | K. Fortenberry | Not Applicable | N/A | Not Applicable | Not Applicable | |
| Other Information Operation Functions | | | | | | | | | | | | |
| Nuclear Weapon Programs | DC | DC | 1.0 | W499 | B | 1999 | K. Fortenberry | Not Applicable | N/A | Not Applicable | Not Applicable | |
| Administrative Support | | | | | | | | | | | | |
| Nuclear Programs & Analysis | DC | DC | 1.0 | T000 | B | 1999 | W. Andrews | Not Applicable | N/A | Not Applicable | Not Applicable | |
| Administrative Support | DC | DC | 1.0 | T000 | B | 1999 | M. Moury | Not Applicable | N/A | Not Applicable | Not Applicable | |
| Total | | | 14 | | | | | | | | | |

Federal Activities Inventory Reform Act Report

6/30/2003

Reason Code A

Year 2003

Defense Nuclear Facilities Safety Board

| a. Organizational Unit | b. State | c. Location(s) | d. FTE | e. Activity Function Code | f. Reason Code | g. Year first appeared | h. Responsible Official | i. Year cost comparison | j. CIV/FTE Savings | k. Est. Annualized cost | l. Date completed post MEO |
|------------------------|----------|----------------|--------|---------------------------|----------------|------------------------|-------------------------|-------------------------|--------------------|-------------------------|----------------------------|
|------------------------|----------|----------------|--------|---------------------------|----------------|------------------------|-------------------------|-------------------------|--------------------|-------------------------|----------------------------|

Office of the General Manager

Total 0

Division of Human Resources

Total 0

Division of Acquisition & Finance

Total 0

Division of Information Technology & Security

Total 0

Office of the General Counsel

Total 0

Office of the Technical Director

| | | | | | | | | | | | |
|---|----|----|---|------|---|--------|--------------|----------------|-----|----------------|----------------|
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | MA | MA | 1 | T813 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Chemical Engineering And Analysis Services | MA | MA | 1 | T835 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Chemical Engineering And Analysis Services | CA | CA | 1 | T835 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Chemical Engineering And Analysis Services | DC | DC | 1 | T835 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Electrical Engineering And Technical Services | DC | DC | 1 | T836 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |

Total 11

Site Representatives

| | | | | | | | | | | | |
|--|----|------------|---|------|---|--------|--------------|----------------|-----|----------------|----------------|
| Electrical Engineering And Analysis Services | SC | Aiken | 1 | T836 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | SC | Aiken | 1 | T813 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | WA | Richland | 1 | T813 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Civil Engineering And Analysis Services | TN | Oak Ridge | 1 | T813 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Civil Engineering And Analysis Services | TN | Oak Ridge | 1 | T833 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | WA | Richland | 1 | T813 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | NM | Los Alamos | 1 | T813 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | TX | Amarillo | 1 | T813 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |
| Electrical Engineering And Analysis Services | TX | Amarillo | 1 | T836 | A | FY2000 | J. McConnell | Not Applicable | N/A | Not Applicable | Not Applicable |

Total 9

Federal Activities Inventory Reform Act Report

6/30/2003

Reason Code A

Year 2003

Defense Nuclear Facilities Safety Board

| a. Organizational Unit | b. State | c. Location(s) | d. FTE | e. Activity Function Code | f. Reason Code | g. Year first appeared | h. Responsible Official | i. Year cost comparison | j. CIV/FTE Savings | k. Est. Annualized cost | l. Date completed post MEO |
|---|----------|----------------|--------|---------------------------|----------------|------------------------|-------------------------|-------------------------|--------------------|-------------------------|----------------------------|
| Nuclear Weapon Programs | | | | | | | | | | | |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | W. Andrews | Not Applicable | N/A | Not Applicable | Not Applicable |
| Electrical Engineering And Analysis Services | DC | DC | 1 | T836 | A | FY2000 | W. Andrews | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | W. Andrews | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | W. Andrews | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | W. Andrews | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2001 | W. Andrews | Not Applicable | N/A | Not Applicable | Not Applicable |
| | | | Total | | | 6 | | | | | |
| Nuclear Programs & Analysis | | | | | | | | | | | |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | T. Dwyer | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | T. Dwyer | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | T. Dwyer | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | T. Dwyer | Not Applicable | N/A | Not Applicable | Not Applicable |
| Fire Protection Engineering & Inspection | DC | DC | 1 | T837 | A | FY2002 | T. Dwyer | Not Applicable | N/A | Not Applicable | Not Applicable |
| | | | Total | | | 5 | | | | | |
| Nuclear Materials Processing & Stabilization | | | | | | | | | | | |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | R. Tontodonato | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | R. Tontodonato | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | R. Tontodonato | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | R. Tontodonato | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2001 | R. Tontodonato | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | R. Tontodonato | Not Applicable | N/A | Not Applicable | Not Applicable |
| Environment Occupational Health Services | DC | DC | 1 | E225 | A | FY2000 | R. Tontodonato | Not Applicable | N/A | Not Applicable | Not Applicable |
| Mining Engineering And Analysis Services | DC | DC | 1 | T839 | A | FY2000 | R. Tontodonato | Not Applicable | N/A | Not Applicable | Not Applicable |
| Chemical Engineering And Analysis Services | DC | DC | 1 | T835 | A | FY2000 | R. Tontodonato | Not Applicable | N/A | Not Applicable | Not Applicable |
| Chemical Engineering And Analysis Services | DC | DC | 1 | T835 | A | FY2000 | R. Tontodonato | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | R. Tontodonato | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | R. Tontodonato | Not Applicable | N/A | Not Applicable | Not Applicable |
| | | | Total | | | 12 | | | | | |
| Nuclear Facility Design & Infrastructure | | | | | | | | | | | |
| Civil Engineering And Analysis Services | DC | DC | 1 | T833 | A | FY2000 | M. Moury | Not Applicable | N/A | Not Applicable | Not Applicable |
| Civil Engineering And Analysis Services | DC | DC | 1 | T833 | A | FY2000 | M. Moury | Not Applicable | N/A | Not Applicable | Not Applicable |
| Electrical Engineering And Analysis Services | DC | DC | 1 | T836 | A | FY2000 | M. Moury | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | M. Moury | Not Applicable | N/A | Not Applicable | Not Applicable |
| Chemical Engineering And Analysis Services | DC | DC | 1 | T835 | A | FY2000 | M. Moury | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2000 | M. Moury | Not Applicable | N/A | Not Applicable | Not Applicable |
| Engineering And Technical Services | DC | DC | 1 | T813 | A | FY2001 | M. Moury | Not Applicable | N/A | Not Applicable | Not Applicable |
| | | | Total | | | 7 | | | | | |
| Total | | | | | | 50 | | | | | |

Defense Nuclear Facilities Safety Board

Commercial Activities Performed by Contractors or Other Agencies

| Commercial Activity | Status |
|---------------------------------------|--|
| Network Support | Currently contracted |
| Media Streaming Services | Currently contracted |
| Software Programming | Currently contracted |
| Clerical support | Currently contracted |
| Mail Services | Currently contracted |
| Technical writing/editing | Currently contracted |
| Copier Support | Currently contracted |
| EEO Investigations | Currently contracted |
| IT Training | Currently contracted |
| Retirement Counseling and benefits | Currently contracted |
| Court Reporting | Currently contracted |
| Archival Systems | Currently contracted |
| Telecommunications | Currently contracted |
| Information Systems / Network Support | Currently contracted |
| Web Page Design | Currently contracted |
| Drug Testing | Currently contracted |
| Payroll | Interagency Agreement with Bureau of the Public Debt |
| Personnel Services | Interagency Agreement with Bureau of the Public Debt |
| Accounting | Interagency Agreement with GSA |
| Travel | Interagency Agreement with GSA |
| Security Investigations | Interagency Agreement with OPM |
| Health Unit | Interagency Agreement with HHS |
| Employee Assistance | Interagency Agreement with HHS |

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