



Department of Energy
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November 4, 1999

The Honorable John T. Conway
Chairman
Defense Nuclear Facilities Safety Board
625 Indiana Avenue, N.W.
Suite 700
Washington, D.C. 20004

Dear Mr. Chairman:

Consistent with the Department's implementation plan (98-2 Plan) for the Defense Nuclear Facilities Safety Board's (The Board) Recommendation 98-2, the following provides detail on the deliverables due within the month of October.

1. Deliverable 5.4.2, #3 – Issue revised DOE Order 452.2. The Deputy Assistant Secretary for Military Application and Stockpile Management is providing the revised DOE Order to the Board under separate cover by November 1999.
2. Deliverable 5.6.3, #2 – Approved BIO/TSR Upgrade for lightning hazards. The Lightning BIO has not been approved. It was submitted to the Department for review in September. The result was that the BIO did not contain the two layers of control required by the Department and did not reflect the end-state including engineered controls for several critical areas such as hoist isolators, purge and backfill manifold isolators and transportation carts. The Lightning Justification for Continued Operations (JCO) was developed as an interim measure until the final Lightning BIO can be approved. The Lightning JCO is expected to be approved November 5, 1999. The final Lightning BIO is expected to be completed and approved during December 1999. Upon receipt, copies of the Lightning JCO and BIO will be provided to the Board. Therefore this deliverable remains open.
3. Deliverable 5.7.1 – Re-authorization of the existing W62 process in accordance with the IWAP project plan. The operating contractor is currently operating at a variance against the original re-authorization date, October 30, 1999. The operating contractor is projecting January 5, 2000, Disassembly & Inspection start. Based on this date, the operating contractor is expected to meet the DOD commitments for the 10 test beds and single JTA required for the May 2000 reliability assessment. The Board will be notified upon the W62 start. Therefore this deliverable remains open.
4. Deliverable 6.2.1 – Quarterly Briefings and Written Report. The quarterly briefing is scheduled for November 2, 1999. Attached is the Quarterly Progress Report for the period July 1 through September 30, 1999.

Unless stated otherwise, the Department has completed the actions within the commitments represented above and proposes closure of these commitments. If you have any questions, please contact me, or have your staff contact Dan Glenn at 505-665-6028.


R. E. Glass
Manager

Enclosure

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Quarterly Report For the Implementation Plan

**Defense Nuclear Facilities Safety Board
Recommendation 98-2**

*Accelerating Safety Management Improvements at
the Pantex Plant*

July 1 through September 30, 1999

*Albuquerque Operations Office
U.S. Department of Energy*

1.0 Introduction

The Department of Energy (DOE) issued the Implementation Plan for Defense Nuclear Facilities Safety Board (DNFSB) Recommendation 98-2, *Accelerating Safety Management Improvements at the Pantex Plant*, in April 1999. On June 16, 1999, the Department received a letter from the DNFSB accepting the Implementation Plan.

This quarterly report for the period July 1 through September 30, 1999 focuses on progress made towards completing the deliverables outlined in the 98-2 Implementation Plan Commitments.

2.0 General Progress

There are a total of 61 deliverables against the 26 commitments made within the 98-2 Implementation Plan. Eight of those deliverables represent quarterly reports and briefings to the Board.

During this reporting period the Department completed 7 deliverables (three commitments). Deliverables 5.2.3-#2, 5.3.1-#3, 5.6.1-#2, 5.6.4-#1, and 5.8.3 are incomplete during this period. Deliverables 5.1.4 and 5.6.3-#1 due during the April 1 through June 30, 1999 reporting period remain incomplete. Discussion regarding incomplete deliverables is provided within the Task Area Status section of this report.

Since the previous reporting period, a total of 27 deliverables (six commitments) have been completed representing a 44% completion rate within six months.

3.0 Task Area Status

The following provides a status corresponding to the task areas defined within the 98-2 Implementation Plan for those deliverables due within the July 1, 1999 to September 30, 1999 reporting period and any outstanding deliverables from previous reporting periods. A summary of the commitments and their associated deliverables for 98-2 is provided as Attachment A to this report.

98-2 Commitments and Deliverables

5.1 Implementation of Effective Management Structure

Commitment 5.1.3—Replace EP40110 with Technical Business Practice (TBP) 901 to define roles of design agency project team members and eliminate mandated sub-teams.

Deliverable #1 to issue TBP 901 was delivered for publication on August 27, 1999. A copy of the document was mailed to the Board on September 7, 1999.

Submission of the deliverable #1 completes Commitment 5.1.3

Commitment 5.1.4—Issue project plans with improved project definitions for each weapon program and BIO improvement initiative. Resolve scope and resource conflicts. Issue schedule for Pantex operational improvement initiatives:

Deliverable to provide the project plans and schedules remains incomplete. The BIO project and improvement initiative plans were mailed to the Board on August 6, 1999. The weapon program project plan scopes and schedules have been approved for the B53, W62, W76, and the W88. The weapon program project plans scopes have been approved for the B61, W78, W80 and B83. The W84 is in process for approval. An integrated weapons activity plan (IWAP) resource loaded schedule has been approved by Standing Management Team and is in process for approval by DP-20. The IWAP is expected to be delivered to the Board within November 1999. The Board was notified of the incomplete status of this deliverable through the Department's letter dated August 6, 1999.

5.2 Streamline Process and Tooling Development, and Improve Transfer of Safety Improvements

Commitment 5.2.1—Issue updated definition of DOE expectations for SS-21 and laboratory/contractor implementation guidance.

Deliverable #1 to issue TBP 901 was mailed to the Board on September 7, 1999. See commitment 5.1.3

Submission of the deliverable #1 completes Commitment 5.2.1

Commitment 5.2.3—Complete an assessment of Pantex practices for tooling design, tooling procurement, and procedure development. Issue a report with recommendations and implement adopted actions.

Deliverable #2 to implement the process improvements as a result of the tooling recommendation report issued May 1999. A corrective action plan identifying the long-term deliverables was provided to the AAO August 27, 1999. Four deliverables were identified. One of the four deliverables has been completed. The operating contractor is reporting 75% progress to completing the remaining deliverables. The last deliverable is expected to be completed by December 1999. The Board was notified of the incomplete status of this deliverable through the Department's letter dated September 7, 1999.

5.3 Improve Authorization Basis Structure and Approval Process

Commitment 5.3.1—Complete Task Force and Management Action Plan.

Deliverable #3 to complete the actions defined within the May 1999 Task Force Report and June 1999 Action Plan. Four key deliverables were identified to address improving authorization basis at the Pantex Plant. Two of the four deliverables have been completed. The remaining two deliverables, HAR and ABCD Form and Content Guides will be completed in December. The Board was notified of the incomplete status of this deliverable through the Department's letter dated September 7, 1999.

5.4 Streamline Review Processes and Ensure Proper Roles for Reviewers

There were not any deliverables due against Commitment 5.4.1 through 5.4.3 within this reporting period.

5.5 Enhance NES Review Group Structure and Continuity

Commitment 5.5.1—Provide recommendations for NES review group structure and membership. Provide a senior level workshop to discuss and review recommendations. Issue a report documenting DP-20's decision. Issue revised requirements.

Deliverable #3 to issue a decision report was completed and mailed by DP-20 directly to the Board on August 23, 1999. The roles of the NES membership continue to be refined. Changes to the original decision report are expected to be delivered to the Board December 1999.

5.6 Improve Integration of NEO and ISM Initiatives

Commitment 5.6.1 – Develop a plan for Pantex Plant ISMSV Phase I review. Conduct the ISMSV Phase I review and issue a report. Upon satisfactory results from the ISMSV phase I review, approve the ISMS Description.

Deliverable #1 to provide a ISMSV Phase I Review Plan was completed by the Amarillo Area Office (AAO) on September 7, 1999. The Board was mailed a copy of the plan along with a copy of the team lead designation letter on September 10, 1999.

Deliverable #2 to conduct the ISMSV review and issue a report is incomplete. The Board was notified that the review could not take place as originally scheduled through the Department's letter dated October 5, 1999. The ISMSV Phase I Review was rescheduled for January, 2000 to afford the operating contractor additional time to implement changes in requirements driven by several 98-2 commitments (e.g., 5.2.1, 5.3.2, 5.4.1) into plant standards and procedures.

Commitment 5.6.3 – Demonstrate implementation of the safety management process by approving the TSR conversion and BIO Upgrade modules.

Deliverable #1 to convert the plant's Critical Safety System Manual (CSSM) to the Technical Safety Requirement (TSR) remains incomplete. The original TSR contained a provisional approval requiring the operating contractor to develop a path forward correcting the technical issues found while reviewing the document. On September 1, 1999, the AAO approved the proposed changes to the TSR with additional directed changes. Consistent with the Department's original status letter of June 3, 1999, to the Board, this deliverable will not be closed until all technical issues are addressed and the TSR is fully implemented in December 1999.

Commitment 5.6.4 – Demonstrate implementation of the safety management process established for nuclear explosive operations. Evaluate effectiveness of safety management process improvements.

Deliverable #1 to re-authorize the existing W88 process in accordance with the tasks and schedule identified in the IWAP is incomplete. The W88 Project Plan Scope and Schedule was under development during the writing of the 98-2 Plan. The W88 Project Plan Scope and Schedule was not approved by the Standing Management Team until March 26, 1999 and revised June 5, 1999. The revision was due to the increase within the HAR development through approval timeframe from 19 weeks to 23.2 weeks. The re-authorization date is February 18, 2000. The W88 Project Team remains committed to achieve the February 18, 2000 Re-

Authorization date and is currently on schedule. A copy of the June 5, 1999 approved project plan Version 1A was mailed to the Board on September 7, 1999.

5.7 W62 Specific Recommendation

There were not any deliverables due against Commitment 5.7.1 within this reporting period.

5.8 Enhance Capacity to Complete Program Management and Safety Analysis Tasks

Commitment 5.8.1—Complete Strengths, Weaknesses, Opportunity and Threats (SWOT) analysis for project management skills. Prepare a long-term project management personnel plan.

Deliverable #3 to provide a long-term personnel plan for project management was completed by the operating contractor on September 2, 1999. A copy of the personnel plan was mailed to the Board on September 7, 1999.

Commitment 5.8.2—Strengthen skills and experience level of Pantex Team Leads.

Deliverable #2 to complete the defined actions necessary to strengthen the experience level of the Pantex Team Leads was completed by the operating contractor on August 27, 1999. A copy of the report of completion was mailed to the Board on September 7, 1999.

Commitment 5.8.3—Complete SWOT analysis for skills needed to prepare authorization basis documents (risk management). Prepare a long-term project management personnel plan.

Deliverable #3 to provide a long-term personnel plan for project management is incomplete. On September 23, 1999, AAO received the plan and determined that it does not adequately assess or address the operating contractor's authorization basis personnel issues. The plan was rejected and a revised plan is expected during November 1999. The Board was notified of the incomplete status of this deliverable through the Department's letter dated October 5, 1999.

APPENDIX

98-2 Deliverables and Milestones Matrix

The attached Matrix lists the Commitments and associated deliverables in numerical order. The shaded items have been completed and have been submitted or are in process of submission to the Board for recommended closure.

98-2 Commitments
Progress Report: July 1-September 30, 1999

98-2 Commitment	Deliverable Number	Deliverable	Deliverable Due Date	Deliverable Actual Date	Status
5.1.1: Revise MHC internal documents to reflect the Project Team Lead breadth of authority, and accountability to the operating contractor management	5.1.1	Plant Standard 7401 & 7403	05/30/99	05/30/99	Deliverable received by MHC on 5/29/99. Letter to DNFSB signed out 6/3/99.
5.1.2: Redefine roles for project Team members and expected relationship among DOE Program Managers, the Pantex operating contractor, and the Project Team	5.1.2	Issue D&P Manual Chapter 11.1, Rev. 1	06/30/99	06/30/99	11.3, Rev 1 was completed on 6/30/99 and submitted to the Board in lieu of 11.1, Rev.1. 11.1 and 11.3 will need to be updated afterward to reflect the streamlining initiative
5.1.3: Replace EP401110 w/TBP 901 to define roles of design agency project team members and eliminate mandated sub-teams	5.1.3	Issue TBP 901	08/30/99	08/27/99	TBP-901 was submitted for publication on 8/27/99. The final TBP-901 was transmitted to the Board on 9/7/99.
5.1.4: Issue project plans w/improved project definitions for each weapon program and BIO improvement initiative. Resolve scope and resource conflicts. Issue schedule for Pantex operational improvement initiatives	5.1.4	Project Plans and Schedules	06/30/99		The BIO project plans need to be resource loaded. BIO project plans are expected to be complete and resource loaded by 10/15/99. W84 remains outstanding. All approved plans must be resource loaded correctly to resolve resource conflicts. DOE has been briefed on the IWAP options. Final IWAP based on projected \$258 for Pantex is expected at the end of October. Consider this deliverable 75% complete.
5.2.1: Issue updated definition of DOE expectations for SS-21 and laboratory/contractor implementation guidance.	5.2.1-#1	Issue D&P Manual Chapter 11.3	04/30/99	04/19/99	Complete
5.2.1: Issue updated definition of DOE expectations for SS-21 and laboratory/contractor implementation guidance.	5.2.1-#2	Issue TBP 901	08/30/99	08/27/99	TBP-901 was submitted for publication on 8/27/99. The final TBP-901 was transmitted to the Board on 9/7/99.

98-2 Commitments
Progress Report: July 1-September 30, 1999

98-2 Commitment	Deliverable Number	Deliverable	Deliverable Due Date	Deliverable Actual Date	Status
5.2.2: Implement concurrent engineering, activity based tooling design, multiple program-use tooling, and improved built-in review processes	5.2.2	Modify associated plant documents to meet new TBP 901 standards	11/30/99		Started multi-program tooling designs for transportation carts. MHC shows a delivery date of 11/26/99.
5.2.3: Complete an assessment of Pantex practices for tooling design, tooling procurement, and procedure development. Issue a report w/recommendations and implement adopted actions	5.2.3-#1	Report with recommendations	05/30/99	05/30/99	Deliverable received by AAO on 5/29/99. Letter to DNFSB signed out 6/3/99.
5.2.3: Complete an assessment of Pantex practices for tooling design, tooling procurement, and procedure development. Issue a report w/recommendations and implement adopted actions	5.2.3-#2	Implement process improvements	08/30/99		Corrective action plan provided to AAO on 6/25/99. Long-term actions to be identified by 8/27/99. MHC indicates 75% completion toward implementation. Expect full implementation to be completed by 12/6/99.
5.3.1: Complete Task force and Management Action Plan	5.3.1-#1	Task Force Report	05/30/99	05/30/99	Deliverable received by MHC on 5/29/99. Letter to DNFSB signed out 6/3/99.
5.3.1: Complete Task force and Management Action Plan	5.3.1-#2	Action Plan	06/30/99	06/30/99	Transmitted to the DNFSB on 6/30/99.
5.3.1: Complete Task force and Management Action Plan	5.3.1-#3	Action Complete	08/30/99		Implementation of the HAR & ABCD Form and Content Guides are expected 3/30/2000. The Form & Content Guides are expected to be published by 12/99. MHC is reporting 33% completion with this action.
5.3.2: Issue AL SD 452.2A to establish line management role (see 5.4) in change control activities. Revise D&P Manual Chapter 11.4 with expectations for "USQ" process.	5.3.2-#1	Issue AL SD 452.2A	06/30/99	06/30/99	Transmitted to the DNFSB on 6/30/99.

98-2 Commitments
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98-2 Commitment	Deliverable Number	Deliverable	Deliverable Due Date	Deliverable Actual Date	Status
5.3.2: Issue AL SD 452.2A to establish line management role (see 5.4) in change control activities. Revise D&P Manual Chapter 11.4 with expectations for "USQ" process.	5.3.2-#2	Revise D&P Manual Chapter 11.4	07/30/99	06/30/99	Chapter 11.4 is not correct chapter to address USQ process. The final 11.7 was completed 6/30/99. Transmitted to the DNFSB on 6/30/99.
5.3.2: Issue AL SD 452.2A to establish line management role (see 5.4) in change control activities. Revise D&P Manual Chapter 11.4 with expectations for "USQ" process.	5.3.2-#3	Combine requirements into one manual	04/30/00		The USQ process was defined in a new D&P Manual Chapter 11.7 instead of 11.4. <i>Do not currently have a status on creating a single manual.</i>
5.3.3: Assess effectiveness of review process for proposed authorization basis documents	5.3.3-#1	Assessment for review of W88 HAR	11/30/99		Dependant on 5.6.4a. A draft W88 HAR/ABCD is due 9/14/99. The W88 HAR/ABCD are scheduled for approval by 10/27/99.
5.3.3: Assess effectiveness of review process for proposed authorization basis documents	5.3.3-#2	Assessment for review of transportation BIO upgrade	11/30/99		If MHC completes 5.6.3c by 10/99, there may be time to do an assessment of the authorization basis documents.
5.4.1: Establish expectations for four review processes used to validate controls and implementation for nuclear explosive operations	5.4.1	D&P Manual Chapter 11.6	06/30/99	06/28/99	Deliverable completed 6/21/99. Transmitted to the DNFSB on 6/30/99.
5.4.2: Define changes to NES and readiness review processes	5.4.2-#1	Initial issue of DOE-AL SD 452.2A	06/30/99	06/30/99	Final to Glass for signature 6/30/99. Transmitted to the DNFSB on 6/30/99.
5.4.2: Define changes to NES and readiness review processes	5.4.2-#2	Submit revisions to DOE Order 452.2	06/30/99	06/30/99	Final to Glass for signature 6/30/99. Transmitted to the DNFSB on 6/30/99.

98-2 Commitments
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98-2 Commitment	Deliverable Number	Deliverable	Deliverable Due Date	Deliverable Actual Date	Status
5.4.2: Define changes to NES and readiness review processes	5.4.2-#3	Issue revised DOE Order 452.2	10/30/99		Both 5.4.2a and b have been completed. DP-21 is responsible for revision of the DOE order. Verbal status on 10/18/99 indicates the Order will be issued by the end of October 1999.
5.4.3: Develop changes to NES process and report requirements.	5.4.3-#1	Develop process changes & provide recommendations	07/30/99	06/30/99	WSD has developed proposed changes for the affected HQ-level directives in a variety of areas. These proposed changes were submitted with the 5.4.2b submission in June. Transmitted to the DNFSB on 6/30/99. Letter to the Board on 8/6/99 confirmed this fact.
5.4.3: Issue changes to NES process, report requirements & other process attributes	5.4.3-#2	Revise DOE STD-3015	11/30/99		Dependent on 5.4.3a The recommended changes were provided with the June deliverables. DP-21 has been in action to complete the standard.
5.5.1: Provide recommendations for NES review group structure and membership	5.5.1-#1	Provide recommendations	05/30/99	05/28/99	Letter to DP-20 was issued 5/25/99. DP-20's office forward to DNFSB on 5/28/99
5.5.1: Provide a senior level workshop to discuss & review recommendations	5.5.1-#2	Senior level workshop	06/30/99	06/30/99	Complete 6/24/99. Transmitted to the DNFSB on 6/30/99.
5.5.1: Issue report documenting DP-20's decision	5.5.1-#3	Decision Report	07/30/99	08/23/99	DP-20 issued the decision report to the Board on 8/23/99. Changes to NESSG structure expected by 12/99

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98-2 Commitment	Deliverable Number	Deliverable	Deliverable Due Date	Deliverable Actual Date	Status
5.5.1: Issue revised requirements	5.5.1-#4	Issue DOE-STD-3015	11/30/99		Dependent on 5.4.3a & 5.5.1 a c The recommended changes were provided with the June deliverables. DP-21 has been action to complete the standard.
5.5.2: Provide training & qualification standard recommendations along with the certification process for establishment and maintenance of NES review expertise.	5.5.2-#1	Recommendations	05/30/99	05/28/99	Letter to DP-20 was issued 5/25/99. DP-20's office forward to DNFSB on 5/28/99
5.5.2: Revise and issue Standard 3015	5.5.2-#2	Revise & Issue DOE-STD-3015	11/30/99		Dependent on 5.4.3a & 5.5.1 a c The recommended changes were provided with the June deliverables. DP-21 has been action to complete the standard.
5.6.1: Develop a plan for Pantex Plan ISMSV Phase 1 review	5.6.1-#1	ISMSV Phase 1 Review Plan	07/30/99	09/10/99	The review plan was completed on 9/7/99. The review is scheduled for 9/20-9/30/99. The letter transmitting the plan to the Board was mailed 9/15/99.
5.6.1: Conduct the ISMSV Phase 1 review and issue a report.	5.6.1-#2	ISMSV Phase 1 Review Report	09/30/99		Due to competing priorities the Review has been postponed until the 10 to 11/99 timeframe. A report will follow upon completion of the review. This status of this deliverable has been documented in the October 5, 1999 letter to the Board.
5.6.1: Upon satisfactory results from the ISMSV Phase 1 review, approve the ISMS Description	5.6.1-#3	Approved ISMS Description	04/30/00		The ISMSV Phase 1 review is scheduled for 10/1999 to 11/1999. MHC is reporting three actions transferred to ABTF.

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98-2 Commitment	Deliverable Number	Deliverable	Deliverable Due Date	Deliverable Actual Date	Status
5.6.2: Develop a plan for ISMSV Phase II review. Conduct ISMSV Phase II review	5.6.2-#1	ISMSV Phase II Review Plan	03/30/00		Scheduled to begin 90 days after Phase 1 is complete
5.6.2: Develop a plan for ISMSV Phase II review. Conduct ISMSV Phase II review	5.6.2-#2	ISMSV Phase II Report	06/30/00		Dependant on 5.6.2a
5.6.3: Demonstrate implementation of the safety management process by approving the TSR conversion and BIO Upgrade modules.	5.6.3-#1	CSSM to TSR Conversion	05/30/99	05/30/99	AAO submitted to AL on 5/29/99. Memo to board was finalized 6/3/99. However, commitment is not complete because deliverable was not considered fully satisfactory by AL or AAO. On 9/1/99, AAO approved the proposed changes to the TSR with directed changes. Consistent with the transmittal letter to the board on 6/3/99, this deliverable will not be considered 100% satisfied until all technical issues are addressed and the TSR is fully implemented.
5.6.3: Demonstrate implementation of the safety management process by approving the TSR conversion and BIO Upgrade modules.	5.6.3-#2	Approved BIO/TSR Upgrade for lightning hazards	10/30/99		Awaiting comments on final draft submitted to DOE on 9/15/99. MHC reporting 90% complete.
5.6.3: Demonstrate implementation of the safety management process by approving the TSR conversion and BIO Upgrade modules.	5.6.3-#3	Approved BIO/TSR Upgrade for transportation hazards	11/30/99		The transportation BIO is expected in October. MHC indicates a 95% progress to completion.

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98-2 Commitment	Deliverable Number	Deliverable	Deliverable Due Date	Deliverable Actual Date	Status
5.6.4: Demonstrate implementation of the safety manage process established for nuclear explosive operations. Evaluate effectiveness of safety management process improvements.	5.6.4-#1	Re-authorization of the existing W88 process in accordance with the tasks and schedule identified in the IWAP	08/30/99		Change control request approved 6/4/99. Recovery plan shows Completion of Step 1 on 2/18/00. The Board was notified of the current status of the W88 and provided Version 1A of the project plan and schedule on 9/7/99.
5.6.4: Demonstrate implementation of the safety manage process established for nuclear explosive operations. Evaluate effectiveness of safety management process improvements.	5.6.4-#2	Authorization of an SS-21 process for the W78 in accordance with the tasks and time interval identified in the IWAP	04/30/01		The W78 is scheduled to follow the approval of the W88 HAR. The IWAP is in process of being re-cast and is due 10/99.
5.6.5: Assess effectiveness of actions taken to address concerns address in Recommendation 98-2.	5.6.5-#1	Review plan and criteria for final assessment	TBD		Status not available
5.6.5: Assess effectiveness of actions taken to address concerns address in Recommendation 98-2.	5.6.5-#2	Final Report	TBD		Status not available
5.7.1: Implement compensatory measures identified in the Step 1 Project Plan for the W62 program.	5.7.1	Reauthorization of the existing W62 process in accordance with the IWAP project plan.	10/30/99		Behind schedule. Working recovery. SMT did not approve the schedule change by MHC. They have been requested to carry a variance and are expected to meet the DOD requirements. MHC reporting 60% completion to meet a 1/5/2000 D&I Start.
5.8.1: Complete a Strengths, Weaknesses, Opportunity and Threats analysis for project management skills. Prepare a long-term project management personnel plan.	5.8.1-#1	SWOT analysis	05/30/99	05/30/99	Deliverable received by MHC on 5/29/99. Letter to DNFSB signed out 6/3/99.
5.8.1: Complete a Strengths, Weaknesses, Opportunity and Threats analysis for project management skills. Prepare a long-term project management personnel plan.	5.8.1-#2	Compensatory measure action plan	06/30/99	06/30/99	Transmitted to the DNFSB on 6/30/99.

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98-2 Commitment	Deliverable Number	Deliverable	Deliverable Due Date	Deliverable Actual Date	Status
5.8.1. Complete Strengths, Weaknesses, Opportunity and Threats analysis for project management skills. Prepare a long-term project management personnel plan.	5.8.1-#3	Long term personnel plan for project management.	08/30/99	09/07/99	Long-term actions to be identified by 8/27/99. MHC provided their deliverable letter on 9/2/99. The Deliverable was transmitted to the DNFSB on 9/7/99. (Eight corrective actions identified. Four are complete. Remaining four will be tracked and are scheduled for completion during 10/99 to 11/99.)
5.8.2. Strengthen skills and experience level of Panlex Team leads.	5.8.2-#1	Revise training programs and complete training.	06/30/99	06/30/99	Transmitted to the DNFSB on 6/30/99.
5.8.2. Strengthen skills and experience level of Panlex Team leads.	5.8.2-#2	Complete defined actions.	08/30/99	09/07/99	Long-term actions to be identified by 8/27/99. MHC provided their deliverable letter on 9/2/99. The Deliverable was transmitted to the DNFSB on 9/7/99.
5.8.3. Complete Strengths, Weaknesses, Opportunity and Threats analysis for skills needed to prepare authorization basis documents. Prepare a long-term project management personnel plan.	5.8.3-#1	SWOT analysis.	05/30/99	05/30/99	Deliverable received by MHC on 5/29/99. Letter to DNFSB signed out 6/3/99.
5.8.3. Complete Strengths, Weaknesses, Opportunity and Threats analysis for skills needed to prepare authorization basis documents. Prepare a long-term project management personnel plan.	5.8.3-#2	Compensatory measures within plan.	08/30/99	08/30/99	Transmitted to the DNFSB on 8/30/99.

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98-2 Commitment	Deliverable Number	Deliverable	Deliverable Due Date	Deliverable Actual Date	Status
5.8.3: Complete Strengths, Weaknesses, Opportunity and Threats analysis for skills needed to prepare authorization basis documents. Prepare a long-term project management personnel plan.	5.8.3-#3	Long term personnel plan for project management.	09/30/99		On September 23, 1999, the Amarillo Area Office (AAO) received the long-term personnel plan required for the September 1999 deliverable. The long-term management personnel plan has been reviewed and AAO has determined that the plan does not adequately assess or address the MHC authorization basis personnel issues. Therefore, MHC is being requested to revise the plan to correct the deficiencies. A revised plan is expected during the month of November 1999.
5.8.4: Staff authorization basis review positions as AAO and DOE-AL. Complete qualification for individuals with authority to approve authorization basis documents.	5.8.4-#1	Complete staffing actions	12/30/99		Initial development of the standard is apparently complete. Individual letters informing the requirement to meet the standard was issued in August. A copy of the standard and letter has been requested for forwarding.
5.8.4: Staff authorization basis review positions as AAO and DOE-AL. Complete qualification for individuals with authority to approve authorization basis documents.	5.8.4-#2	Complete qualification standards	12/30/99		Initial development of the standard is apparently complete. Individual letters informing the requirement to meet the standard was issued in August. A copy of the standard and letter has been requested for forwarding.

98-2 Commitments
Progress Report: July 1-September 30, 1999

98-2 Commitment	Deliverable Number	Deliverable	Deliverable Due Date	Deliverable Actual Date	Status
5.8.4: Staff authorization basis review positions as AAO and DOE-AL. Complete qualification for individuals with authority to approve authorization basis documents.	5.8.4-#3	Complete qualification.	04/30/00		Once the date of the letters requiring individuals to meet the qualification requirements is determined. The qualifications should be complete within 18 months.
6.2.1: Quarterly Briefings & Reports	6.2.1	Briefing & Written Report	07/30/99	7/29/99 8/17/99	Quarterly Progress Report completed on 7/29/99 and transmitted to the Board on 8/6/99. Briefing scheduled by the Board for 8/17/99.
6.2.1: Quarterly Briefings & Reports	6.2.1	Briefing & Written Report	10/30/99	10/29/99	Report delivered to the Board 10/29/99. Briefing scheduled by the Board for 11/2/99.
6.2.1: Quarterly Briefings & Reports	6.2.1	Briefing & Written Report	01/30/00		Required to show every quarter.
6.2.1: Quarterly Briefings & Reports	6.2.1	Briefing & Written Report	04/30/00		Required to show every quarter.
6.2.1: Quarterly Briefings & Reports	6.2.1	Briefing & Written Report	07/30/00		Required to show every quarter.
6.2.1: Quarterly Briefings & Reports	6.2.1	Briefing & Written Report	10/30/00		Required to show every quarter.
6.2.1: Quarterly Briefings & Reports	6.2.1	Briefing & Written Report	01/30/01		Required to show every quarter.
6.2.1: Quarterly Briefings & Reports	6.2.1	Briefing & Written Report	04/30/01		Required to show every quarter.
6.2.1: Quarterly Briefings & Reports (Final Report)	6.2.1	Briefing & Written Report	TBD		Required to show every quarter.

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FROM Shawna Schwartz, Weapon Programs Division

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TO John Conway, Jim McConnell, and W. Andrews

NAME

PHONE NUMBER

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JUSTIFICATION: Need deliverables to meet IWAP/SMT schedules.
