

## **5.0 OFFICE OF THE ASSISTANT MANAGER FOR NUCLEAR MATERIAL STABILIZATION PROJECT (AMNMSP)**

In addition to the overall management responsibilities identified in Part 1, Subsection 5, paragraphs 5.2 and 5.4, responsible to the Manager, DOE-SR, for the formulation and execution of policies and programs to ensure that Nuclear Material Stabilization (NMS) programs, projects, operations, and resources are managed in an open, safe, secure, environmentally sound, and cost-effective manner utilizing the Integrated Safety Management System (ISMS) principles and procedures. This includes contract management and oversight of contractor and Federal activities associated with the receipt, transportation, storage, stabilization, and disposition of special nuclear materials and by-products. Responsible for pursuing new and/or alternative technologies and strategies to improve NMS operations, and close aging NMS facilities, placing them in a low surveillance mode until final disposition. NMS facilities include H- and F-Canyons, HB- and FB-Lines, Nuclear Material Storage Facilities, and Spent Fuel Receipt Storage Facilities. Also responsible for Site-wide maintenance program and oversight of contractor activities associated with laboratory operations including the Savannah River National Laboratory (SRNL), SRS Analytical Laboratories, and Central Laboratories (C-LAB). Responsible for all aspects of ISMS in AMNMSP. Ensures contractors, subcontractors, and vendors complete activities and documentation where line organizations have been assigned responsibility (Part 1, Subsection 10 Matrix).

### **5.1 Nuclear Material Operations Division (NMOD)**

In addition to the overall management responsibilities identified in Part 1, Subsection 5, paragraphs 5.3 and 5.4, responsible for the following:

- 5.1.1 Oversees conduct of operations by the contractor for assigned facilities. Performs surveillance in areas of operation including security operations, engineering, maintenance, procedures, radiation control, and OSHA. Oversees the contractor and environmental self-assessment programs.
- 5.1.2 Responsible for the oversight of the contractor's training program for operations and maintenance to assure compliance with requirements including DOE directives. Provides oversight of facility testing and startup.
- 5.1.3 Oversees the occurrence reporting for NMS facilities at SRS. Assures that the FR reviews for occurrence reporting are completed in accordance with DOE directives. Oversees the Emergency Response Program for AMNMSP.
- 5.1.4 Manages the AMNMSP FR work activities and assigns qualified FRs to AMNMSP facilities. Develops and implements a training program for FRs that leads to qualification. Ensures that FRs are effectively utilized and supported in oversight of AMNMSP operations.

5.1.5 Provides coordination of facility startup plans, oversees planning of readiness assessments, and provides oversight of facility start-ups in accordance with DOE directives.

## **5.2 Nuclear Material Engineering Division (NMED)**

In addition to the overall management responsibilities identified in Part 1, Subsection 5, paragraphs 5.3 and 5.4, responsible for the following:

5.2.1 Oversees the management of the Technical Baseline for NMS systems. Performs assessments of contractor's engineering organizations in support of operations. Ensures test plans and test procedures accurately reflect plant configuration and that test acceptance criteria are in accordance with the technical baseline. Ensures that safety documentation accurately reflects the plant/system technical basis and that required safety evaluations are performed. Provides program oversight for configuration management for NMS facilities.

5.2.2 Assists other divisions within the AMNMSP organization through engineering analysis and interpretation of DOE requirements by providing guidance for implementation of contractor and DOE-SR programs, and through conduct of performance-based assessments of contractor programs. Provides engineering/technical support and advice to the responsible AMNMSP division in the following functional areas: Safety Documents, Environmental Protection, Quality Assurance, Configuration Management, Maintenance and Surveillance, Construction, Radiation Protection, Fire Protection, Emergency Preparedness, Independent Review and Oversight, Nuclear Criticality Safety, Testing, Issue Management, Packaging and Transportation, OSHA, and Waste Management.

5.2.3 Evaluates the contractor's engineering and technical support organizations for the AMNMSP facilities. This evaluation includes providing support to AMNMSP facility operations (both technical adequacy and timeliness), ensuring proper resource utilization, accomplishment of improvement initiatives, and ensuring adequacy of administrative procedures or manuals. Ensures policy guidance, contractor evaluation, or review is coordinated with the AM and his/her staff, other DOE-SR organizations, DOE-HQ organizations, and other DOE Operations Offices or contractors, as appropriate.

5.2.4 Assists in the review of the contractor's readiness for facility or process evolution startups (or restarts). Oversees review, validation, and follow-up of the contractor's implementation of corrective actions for deficiencies identified by internal or external reviews. Provides continuous oversight and periodic appraisals of contractor activities for compliance with Departmental directives. Oversight also includes the development and implementation of Division inspection plans.

5.2.5 Provides accurate and timely reporting to management on directives compliance, program accomplishments, difficulties encountered, and potential risks.

- 5.2.6 Supports alternative technology development programs to improve facility operations.
- 5.2.7 Provides certification oversight of shipping casks/packaging/containers for NMS activities and interfaces with Department of Transportation/Nuclear Regulatory Commission on these certifications. Provides certification of storage containers and packaging used for NMS activities.
- 5.2.8 Provides guidance and technical assistance to DOE-SR organizations in the review of maintenance programs, implementation plans, etc.

5.2.9 **SMS Functions (see Part 1, Subsection 10):**

**5.2 Perform Work Safely (5.2.49 – 5.2.54)**

**5.3 Nuclear Material Programs Division (NMPD)**

In addition to the overall management responsibilities identified in Part 1, Subsection 5, paragraphs 5.3 and 5.4, responsible for the following:

- 5.3.1 Provides leadership, programmatic direction, and oversight to ensure the AMNMSP facility operations are managed in an open, safe, secure, environmentally sound, and cost-effective manner. The primary focus is on managing the stabilization and storage of nuclear materials, including spent nuclear fuels (SNF), and facilities to support current and future nuclear material requirements.
- 5.3.2 Provides program management, direction, and contractor oversight of facilities such as K- and L-Areas; F- and H-Area nuclear material stabilization and storage facilities; and RBOF.
- 5.3.3 Coordinates the offsite SNF domestic receipts program, including contracts, technical and programmatic issues, scheduling, cask utilization, and transportation planning. Provides overall coordination of all aspects of DOE's Domestic Research Reactor SNF receipt program. Coordinates with NNSA's Foreign Research Reactor (FRR) SNF Acceptance Program to receive SNF from eligible FRRs. Provides direct interaction with state agencies, other federal agencies, and stakeholders on the domestic SNF receipt program. Provides program oversight for the receipt, storage, stabilization, and sale of heavy water including maintenance of the national stockpile of highly tritiated heavy water.
- 5.3.4 Serves as program lead in coordinating activities and responses to DNFSB 94-1 and 2000-01. Manages and implements the DNFSB 94-1, 97-1, 2000-01 and other recommendations related to NMS activities.

- 5.3.5 Leads the development, management, and implementation of activities related to the storage, stabilization, and disposition of EM nuclear materials or nuclear materials to be stored, stabilized, or dispositioned in NMS facilities (including consolidation, disposition, and associated studies).
- 5.3.6 Implements shipping and receipt of offsite plutonium and uranium materials. Provides program oversight and requirements for the receipt, stabilization, packaging, and storage of plutonium and uranium materials. Plans and implements onsite shipments of nuclear materials between facilities.
- 5.3.7 Implements deactivation planning and deactivation of the facilities that currently reside within the programmatic responsibilities of AMNMSP.
- 5.3.8 Develops strategic execution guidance with DOE-HQ and the prime contractor for NMS facilities and programs. Coordinates development and review of budget submittals (including out-year submissions). Monitors contractor's program execution, and recommends approval/rejection of contractor's change control requests. Responsible for resource management including budget performance and staffing levels for the contractor. Evaluates contractor performance against the established baseline and prepares performance evaluation documentation.
- 5.3.9 Provides Federal project direction for modifications to existing facilities to support ongoing missions including facility specific infrastructure projects, Capital Projects and General Plant projects. Serves as the overall manager of activities and provides project representatives for new/revised mission line item construction projects.
- 5.3.10 Reviews and provides programmatic coordination for AMNMSP for Safeguards and Security activities including Vulnerability Assessments, Annual Security Evaluations, and Material, Control and Accountability issues. Maintains personnel access control/approval for DOE-SR over assigned facilities.
- 5.3.11 Manages the development and implementation of the Alternative Technology Program to establish a methodology other than chemical processing to prepare SNF for disposal in a geologic repository. Provides program oversight for the conversion of highly enriched, aluminum-based SNF which is currently in wet basin storage to a dry-stored, low-enriched form which will be stored in road-ready condition awaiting repository availability.
- 5.3.12 Executes line management authority for the programmatic support of the SRNL and the SRS Analytical Laboratories. Provides program management for contractor activities and projects at C-LAB and SRNL. Establishes and communicates contractor performance expectations for laboratory operations and facility support activities. Monitors the development and execution of associated organizational budgets, staffing levels, and task performance status and adequacy.

- 5.3.13 Assures the contractor has developed management programs to meet or exceed DOE expectations, as outlined in DOE Orders and Standards, related to environmental compliance, quality assurance, issues management, contract management, waste certification, and DNFSB issues.
- 5.3.14 Serves as lead organization for AMNMSP National Environmental Policy Act and Environmental Impact Statements (EIS) activities. Provides coordination for development of and input to EIS and related documentation concerning nuclear material stabilization and storage. Ensures concurrence from all AMNMSP Divisions.
- 5.3.15 Evaluates the effectiveness of research organizations, partnerships, and demonstrations in order to recommend policies for preserving the research capability, technical competency, scientific quality, and relevancy of SRS science and technology programs. Coordinates interactions with DOE-HQ program managers involved in the planning and execution of research and technology development and demonstration projects.