

**Annual Workforce Analysis and Staffing Plan Report  
as of December 31, 2010  
Reporting Office: Brookhaven National Laboratory**

**Section One: Current Mission(s) of the Organization and Potential Changes**

- Surveillance & Maintenance of one radiological facility (determined to be below HC-3 analysis).
- Two radiological facility complexes undergoing D&D
- Removal of graphite from the Graphite Research Reactor, D&D of the reactor bioshield, installation of protective cap and monitoring wells
- Regulatory and project close-out of all EM work
- Peconic river hot-spot remediation
- Waste characterization, shipping, disposal

1. Describe any potential or probable changes to the mission that may significantly affect technical staffing needs. For example:

Completion of all Legacy scope by the end of 2011 will require significant resources for the transition of facilities from EM to SC

**Section 2: Technical Staffing**

**Section Two - SITE CHARACTERISTICS TABLE<sup>1</sup>**

**Number of Hazard Category 1, 2, or 3 Nuclear Facilities:**

HC1   0   HC2   0   HC3   0\*  

**Number of Radiological Facilities<sup>2</sup>:**   2   (\* 1 facility is below HC-3 by analysis)

**Number of High or Moderate Hazard Non-Nuclear Facilities:**   0  

**Number of Low Hazard Non-Nuclear Facilities:**   0  

**Number of Documented Safety Analyses:**   0

**Number of Safety Systems<sup>3</sup>:** \_\_\_\_\_ 0 \_\_\_\_\_

**Number of Site Contractor FTEs:** \_\_\_\_\_ 72 \_\_\_\_\_

**Number of Federal Office FTEs: 6 (this includes 2 FTE's temporarily assigned from other EMCBC)**

Notes:

1. Sites accountable to multiple Headquarter Program Offices should list FTE needs by each Cognizant Secretarial Office, e.g. Total 22 FTEs (EM - 20, NE - 2).
2. Radiological Facilities are defined in 10 CFR 830 as below Hazard Category 3 Facilities. Hazard Category 1, 2 or 3 Nuclear Facilities should not be double counted as Radiological Facilities.
3. Safety Systems must be credited in a Documented Safety Analysis.

**Section Two – Technical Staffing Summary Table (see Notes below)**

Technical Capability	For All Facilities <sup>1</sup>		Comments
	Number of FTEs Needed <sup>1</sup>	Number of FTEs Onboard <sup>1</sup>	
Senior Technical Safety Managers	1	1	This capability is performed by the Site Federal Project Director assigned from the EMCBC.
Safety System Oversight Personnel <sup>2</sup>	0.1	0.1	This capability is split with the NSS function. Currently performed by the EM staff and support services contractors.
Facility Representatives <sup>3</sup>	2.5	2.0	Currently there are 2 qualified FR's. Currently rely on other project staff to supplement safety oversight.
Other Technical Capabilities:			
Aviation Safety Manager	0	0	N/A
Aviation Safety Officer	0	0	N/A
Chemical Processing	0	0	N/A
Civil/Structural Engineering	0.25	0.25	Matrix support from EMCBC and support services contractors
Construction Management	0.25	0.25	Matrix support from EMCBC and support services contractors
Criticality Safety	0	0	N/A
Deactivation & Decommissioning	1	1	Performed by EM Project staff
Electrical Systems	0.1	0.1	Performed by EM project staff with matrix support from SC and support services contractors.
Emergency Management	0.1	0	Matrix support from SC
Environmental Compliance	0.25	0.25	Performed by EM project staff
Environmental Restoration	0.5	0.25	Performed by EM Project staff
Facility Maintenance Management	0.1	0	Matrix support from SC
Fire Protection Engineering	0.1	0	Matrix support from SC
Industrial Hygiene	0.2	0.2	This capability is performed by project staff with support from SC and support services contractors.
Instrumentation & Control	0	0	N/A
Mechanical Systems	0	0	N/A
NNSA Packaging Cert. Engineer	0	0	N/A
Nuclear Explosive	0	0	N/A.
Nuclear Safety Specialist	0.1	0.1	This capability is performed by project staff with support from support services contractors.
Occupational Safety	0.5	0.2	This capability is performed by project staff with support from support services contractors.
Quality Assurance	0.1	0.1	Performed by EM staff with matrix support from EMCBC and support services contractors.
Radiation Protection	0.5	0.1	Performed by EM staff with matrix support from SC and support

			services contractors.
Safeguards & Security	0	0	Matrix support from BHSO
Safety Software Quality Assurance	0	0	N/A
Technical Program Manager	0	0	Performed by EM Project staff
Technical Training	0.1	0.1	Performed by EM Project personnel with support services contractors.
Transportation & Traffic Mgmt.	0.3	0.3	Performed by EM Project staff
Waste Management	0.3	0.3	Performed by EM Project staff
Weapons QA	0	0	N/A
Federal Project Directors <sup>4</sup>	1	1	Performed by EM Project staff. Note: these 2 positions are filled by staff temporarily assigned from other EM sites.
TOTAL:	9.35	6.6	

Notes:

1. These columns identify the number of FTEs needed to perform the Federal Safety Assurance function for your site or office based on potential facility and operational hazards.
2. SSO staffing analysis worksheets may be used in this process. They are posted at <http://www.hss.energy.gov/deprep/ftcp>.
3. Facility Representative staffing analysis worksheets are posted at <http://www.hss.energy.gov/deprep/ftcp>.
4. Federal Project Managers/Directors are not qualified via the Technical Qualification Program, but are qualified in accordance with DOE O 360.1A using the Project Management Career Development Program

### Section Three: Current shortages and plans for filling them

Facility Representatives positions are required to cover two projects. One project has multiple work activities and the other has work conducted on multiple shifts, 6 days per week. EM staff has developed and implemented an Oversight Plan to provide full time coverage using project engineers to provide safety oversight as needed.

**Note: one FR will be leaving the site 3/26/2011.** A vacancy announcement has been issued for a FR to split duties with other NY sites.

The EM site lead/FPD and deputy site lead/deputy FPD are currently filled with staff assigned from the EMCBC. These assignments end on 9/30/11 and 5/28/11, respectively.

### Section Four: Projected shortage/surplus over next five years

At full staffing, the number of FTE's and skills cannot fully support the project needs. Significant work scope has been added through the President's economic stimulus programs, these needs will continue through calendar year 2011. Current plans call for the completion of all EM scope at the end of FY11 and the reassignment of current DOE EM FTE's.

### Section Five: General comments or recommendations related to the Technical Staffing

Shortages will be adequately addressed by utilizing support services contractors or by bringing in EMCBC Technical Support for short-term assignments.