

Corrective Action Plan for
Self Assessment and Causal Analysis of Safety Oversight Program

This Corrective Action Plan is in response to the self assessment performed by the Rocky Flats Project Office (RFPO) on its safety oversight program. The self assessment and companion causal analysis were performed in response to concerns expressed by the Defense Nuclear Facilities Safety Board (DNFSB) in a December 2, 2003 letter to the Secretary of Energy. The issues and findings documented in the self assessment support the concerns expressed by the DNFSB, and indicate programmatic weaknesses that must be addressed for the RFPO to fulfill its mission of safe closure of the Rocky Flats Environmental Technology Site. The corrective actions committed to in this plan were developed to resolve the root, direct, and contributing causes of the aforementioned weaknesses and prevent their recurrence.

No.	Action	Due Date
	Management and Supervision	
1.1	Selection of RFPO Manager with site operations and project background.	Complete
1.2	Promulgate and distribute Safety and Oversight Policy.	2/13/2004
1.3	Create and fill a Senior Safety Advisor position to serve as RFPO safety advocate.	Complete
1.4	Reorganize to achieve line management accountability for safety.	Complete
1.5	RFPO will implement a post-RIF organization with limited, but high performing individuals as supervisors.	Complete
1.6	Incorporate safety oversight responsibilities into supervisory performance expectations.	2/13/2004
1.7	Update the Functions, Responsibilities and Authorities Manual.	3/12/2004
1.8	Update staff work plans to clearly identify oversight responsibilities, including expectations for direct observation of field work.	2/27/2004
	Assessment Program	
1.9	Establish a team to develop a two year assessment and oversight program based upon the existing Closure Project Oversight Program (CPOP) Manual.	Complete
1.10	Generate a formal assessment schedule.	2/13/2004
1.11	Identify an Assessment Coordinator.	Complete
1.12	Evaluate the Rocky Flats Corrective Action Tracking System (RCATS) and alternative for corrective action tracking, and make an appropriate selection.	2/27/2004
1.13	Provide training on the Oversight and Evaluation (O&E) database to RFPO staff.	2/27/2004
1.14	Issue formal guidance on O&E usage (increase scope of entries) and the expectations for performing follow-up activities and generating corresponding O&E entries.	2/13/2004

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	Quality Assurance	
1.15	Host an external (EM HQ) assessment of the RFPO oversight program.	May 2004
1.16	Perform an internal Integrated Safety Management System assessment.	August 2004
	Work Package Reviews	
2.1	Prepare a procedure documenting the process and expectations for performing work package reviews, including a work package selection process.	2/27/2004
2.2	Develop a list of RFPO personnel with the appropriate background to perform work package reviews.	2/27/2004
2.3	Work package review efforts will be included in the Monthly Safety Reviews with senior management.	March 2004
2.4	Formally assess the work package review effort for efficacy.	May 2004