



## Department of Energy

Washington, DC 20585

February 26, 2002

### MEMORANDUM FOR DISTRIBUTION

FROM:  Mark Whitaker, Facility Representative Program Manager (S-3.1)

SUBJECT: Facility Representative Program Performance Indicators Quarterly Report

The Facility Representative Program Performance Indicators (PIs) Quarterly Report is attached covering the period from October to December 2001. Data for these indicators are gathered by Field elements quarterly per the Facility Representatives Standard, DOE-STD-1063, and reported to Headquarters Program Offices for evaluation and feedback in order to improve the Facility Representative Program. The definitions of the PIs from the Standard are also attached for your use in evaluating the data.

These PIs provide valuable measures of the effectiveness of the Facility Representative Program across the complex. These indicators should be used to guide future actions to correct weaknesses and further strengthen the role of the Facility Representatives in the Department goal of conducting work safely.

Current Facility Representative information and past quarterly reports are accessible via the Internet at our web site (<http://www.facrep.org>). Should you have any questions or comments on this report, please contact me at 202-586-3887.

Attachments



Facility Representative Program Performance Indicators Quarterly Report  
February 26, 2002

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## Facility Representative Program Performance Indicators (4QCY2001)

Ops Office	Area Office	Staffing per		Actual		Attrition	% Core Qual	% Full Qual	% Field Time	% Oversight Time **
		Analysis	FTEs	Staffing	% Staffing					
AL	OASO*	15	13	10	67	1	80	60	40	70
AL	OKCSO*	4	4	4	100	0	75	50	33	68
AL	OKSO*	12	11	10	83	1	70	60	41	60
AL	OLASO*	19	19	16	84	0	81	38	42	77
CBFO	FIELD	1	1	1	100	0	100	0	60	65
CH	AAO-E	5	5	5	100	0	100	100	39	78
CH	AAO-W	3	3	3	100	0	100	100	29	64
CH	AMES	1	1	1	100	0	100	100	38	90
CH	BAO	6	6	6	100	0	100	50	19	68
CH	FAO	2	2	2	100	0	50	50	50	90
CH	PAO	1	1	1	100	0	100	100	44	75
ID	OPS	17	17	18	106	0	100	100	42	77
NV	OPS	9	10	9	100	0	89	89	40	57
OAK	OPS	10	10	10	100	0	100	30	36	68
OH	FERN	6	6	6	100	0	100	100	41	65
OH	MEMP	4	4	4	100	0	100	100	41	62
OH	WVDP	2	3	3	150	0	100	100	51	61
OR	EM	20	17	17	85	0	82	76	40	50
OR	NE	5	4	4	80	1	100	80	65	78
OR	ORNL	3	2	2	67	0	100	100	66	79
OR	YAO	13	13	11	85	0	45	45	55	78
ORP	FIELD	7	7	7	100	0	100	100	53	79
RF	FIELD	15	15	16	107	1	88	88	55	75
RL	OPS	21	21	20	95	0	100	100	46	78
SR	EM	37	37	36	97	1	94	92	45	85
SR	NNSA	3	3	3	100	0	100	100	45	75
<b>Totals:</b>		241	235	225	93	5	89	78	44	73
<b>DOE Goals:</b>		-	-	-	100	-	-	>75	>40	>60

\* New names for AL Field Offices: AAO is now OASO, KAO is now OKSO, KCAO is now OKCSO, LAAO is now OLASO

\*\* % Oversight Time includes % Field Time

## Facility Representative Program Accomplishments

### NNSA Sites

- At OASO, a Facility Representative identified a systemic issue with procedural adherence and quality of procedures for maintenance activities. The contractor will prepare a corrective action plan, and immediate corrective actions that have already been taken have led to significant improvements in the conduct of maintenance activities.
- At OKSO, a Facility Representative performed a readiness assessment of the Sandia National Laboratories Z Beamlet Facility. Thirteen findings were resolved and facility startup was on schedule.
- At OKCSO, a Facility Representative identified refrigerant detection systems were not operational and worked with the contractor to make them operational to avoid the potential for refrigerant to enter the boilers and create toxic gases.
- At OLASO, a Facility Representative served as the Senior Technical Advisor for the Operational Readiness Review at ORO High Flux Isotope Reactor and another Facility Representative served as a team member for the Operational Readiness Review at SRS HB-Line Phase II.
- At LLNL, a Facility Representative identified pyrophoric material from legacy storage and worked with staff to ensure the safe storage and operation of vaults containing material dating back many years.
- At YAO, a Facility Representative prevented an uncontrolled pressurization of a deteriorated hose containing a very strong oxidizer during tank draining. Pressurization and resultant hose rupture or disconnection could have resulted in very toxic exposures to several personnel.

### EM Sites

- At ID, seven Facility Representatives supported a two-week, around-the-clock assessment of conduct of operations at the Radioactive Waste Management Complex. The assessment provided DOE line management with valuable information concerning the status of conduct of operations at the facility. The assessment validated that operations were being conducted safely and identified areas where adjustments could be made to improve operating techniques and efficiency.
- At MEMP, a Facility Representative observed a pin missing from a gate on a raised platform that could have failed to provide fall support for workers.
- At ORO-EM, several Facility Representatives are participating on assessment teams to review safety basis issues raised recently by the Defense Nuclear Facilities Safety Board.
- At ORP, a Facility Representative identified operations of the tank ventilation system not consistent with the Safety Basis designed to prevent flammable gas buildup.
- At RFFO, a Facility Representative served as Team Lead for the DOE review of the Building 771/774 new Authorization Basis (AB). The same Facility Representative served as Lead for the DOE Activity Oversight Team, which ensured a smooth transition to the new AB in the facility.
- At RL, a Facility Representative participated in a line management review of the Plutonium Finishing Plant project W-460 (new glovebox line for repackaging of plutonium oxide).
- At SRS, a Facility Representative served as Team Lead for the HB-Line Phase II Operational Readiness Review and four other Facility Representatives served as Team Members. Also, a Facility Representative was named Savannah River Site Employee of the Quarter for her oversight of HB-Line Phase II startup.

### SC Sites

- From the Chicago Operations Office, a Facility Representative participated in readiness reviews to ensure compliance with guidelines for characterization and handling of contact-handled transuranic waste.

<b>STAFFING</b>			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	% Staffing -- Staffing analysis positions -- Approved FTE staffing -- Actual filled staffing	Number of FacRep positions filled ----- Number of FacRep positions *	100% of [#FacReps]  * per DOE-STD-1063-2000 staffing analysis
DOE-wide	Attrition	Number of FacReps leaving the program this quarter.	N/A

<b>TRAINING AND QUALIFICATION</b>			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	% of FacReps Core Qualified	Number of FacReps Core Qualified ----- Number of FacReps	None specified
DOE-wide	% of FacReps Fully Qualified	Number of Fully Qualified FacReps ----- Number of FacReps	Greater than 75%

<b>FULFILLING THE FACILITY REPRESENTATIVE ROLE</b>			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	% Field Time (FacRep % time spent in the plant/field on plant walkthroughs, surveillances, assessments, etc.)  Overtime/comptime hours count in both the numerator and denominator	Average number of hours spent in the plant/ field this quarter ----- Number of available work hours this quarter*	Greater than 40%  * Denominator only includes number of hours expected by DOE-STD-1063-2000, if the FacRep is a part-time FacRep.
DOE-wide	% Oversight Time (FacRep % time spent performing contractor oversight which includes time in plant/field as above, and procedure reviews at desk, ORPS activities at desk, etc.)  Overtime/comptime hours count in both numerator and denominator	Average number of hours FacReps spend performing contractor oversight this quarter ----- Number of available work hours this quarter*	Greater than 60%  * Denominator only includes number of hours expected by DOE-STD-1063-2000, if the FacRep is a part-time FacRep.

<b>FACILITY REPRESENTATIVE PROGRAM ACCOMPLISHMENTS</b>			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	Accomplishments	Any accomplishments of note during the quarter	None specified