

United States Government

Department of Energy

Richland Operations Office

memorandum

DATE: FEB 1 2006

REPLY TO
ATTN OF: SED:BEH/06-SED-0061

SUBJECT: U.S. DEPARTMENT OF ENERGY, RICHLAND OPERATIONS OFFICE (RL)
ANNUAL WORKFORCE ANALYSIS AND STAFFING PLAN REPORT

TO: Roy J. Schepens, Chairman
Federal Technical Capability Panel

This is in reference to Federal Technical Capability Panel (FTCP) memorandum from Roy J. Schepens, "Annual Workforce Analysis and Staffing Report," 05-TED-068, dated October 28, 2005. In accordance with direction in the above reference, RL performed a workforce analysis and developed an Annual Workforce and Staffing Report. This memo transmits this report for FTCP review and incorporation into the FTCP Annual Report to the Secretary. If you have any questions on the analysis and report, please contact Doug S. Shoop, RL FTCP Agent, on (509) 376-0108.



Keith A. Klein
Manager

Attachment

cc w/attach:
C. D. West, HR-20
S. J. Coleman, INNO

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DOE-ORP/ORPCC

**Annual Workforce Analysis and Staffing Plan Report
As of December 31, 2005
Reporting Office: Richland Operations Office**

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

The Richland Operations Office (RL) mission is to complete environmental cleanup of the Hanford Site to protect the health and safety of the workers and the public, and to protect the environment. The major site cleanup projects include the Spent Nuclear Fuel Project, the Plutonium Finishing Plant Project, the River Corridor Project, and Waste Operations. During the next 10 years, the cleanup mission will move away from deactivation and more into decommissioning and demolition, soil cleanup, waste operations and long-term stewardship.

The following high risk reduction activities for FY06 are planned:

- Removal and disposal of sludge and water from the K basins. (PBS 12)
- Construction and Deactivation activities at PFP. (PBS 20 and 11)
- Accelerated retrieval and shipment of post 1970 TRU waste from the burial grounds. (PBS 13)
- Continue River Corridor D&D, excavation and waste disposal actives. (PBS 41)
- Continue ground water monitoring and well decommissioning. (PBS 30)
- Continue D&D of the FFTF reactor plant. (PBS 42)
- Continue waste treatment and management. PBS 13)

Section Two: Technical Staffing

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

HC 1 _____ HC 2 17 HC 3 10

Number of Radiological Facilities: 82

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

Number of Low Hazard Non-Nuclear Facilities: 556

Number of Documented Safety Analyses: 25

Number of Safety Systems²: 45

Number of Site Contractor FTEs: 3499 FHI+Subs 739 WCH Total 4238

Number of Federal Office FTEs: 238

1. Facilities, systems, personnel and authorities listed should be those in the organization's immediate line authority.
2. Safety Systems must be credited in the DSA or be a recognized defense in depth system.

TECHNICAL STAFFING ¹					
Technical Staffing Summary Table (see Notes below)					
TECHNICAL CAPABILITY	For All Hazardous Facilities ¹		For Defense Nuclear Facilities ²		Comments
	Number of FTEs Needed ¹	Number of FTEs Onboard ¹	Number of FTEs Needed ²	Number of FTEs Onboard ²	
Senior Technical Safety Managers	9	9	9	9	One new hire in qualification
Safety System Oversight Personnel ³	3.6	2.7	3.6	2.7	One high priority 1 Fire Protection Engineer posted. Electrical – 0.5 FTE 100% Q Criticality – 0.8FTE 100% Q HVAC – 0.8 FTE 100% Qual Fire – 0.9 FTE 0% Qual I & C – 0.2 FTE 100% Qual Mechanical – 0.4 FTE 10% Q
Facility Representatives ⁴	18	17	17	16	One medium priority positions; awaiting budget decisions. One FR in qualification.
Other Technical Capabilities: ⁵					
Aviation Safety Manager	0.1	0.1	0.1	0.1	
Aviation Safety Officer	0.1	0.1	0.1	0.1	
Chemical Processing	0	0	0	0	
Civil/Structural Engineering	0.1	0.1	0.1	0.1	
Construction Mgmt	0	0	0	0	
Criticality Safety	0.8	0.8	0.8	0.8	Performed by an SSO; Also supports ORP
Deactivation and Decommissioning	0	0	0	0	
Electrical Systems	0.1	0.1	0.1	0.1	Performed by electrical SSO
Emergency Management	2	2	2	2	
Environmental Compliance	6	5	6	5	One high priority NEPA Compliance Officer posted.
Environmental Restoration	1	1	1	1	TPA Administrator
Facility Maintenance Mgmt	0.1	0.1	0.1	0.1	
Fire Protection Engineering	1	0	1	0	This is a high priority position performed by an SSO. One high priority position posted. ORP is providing assistance as needed. See note 6.
Industrial Hygiene	1	1	1	1	See note 6.
Instrumentation and Control	0.1	0.1	0.1	0.1	Performed by an SSO.
Mechanical Systems	0.1	0.1	0.1	0.1	Performed by an SSO
Nuclear Explosive Safety	0	0	0	0	
Nuclear Safety Specialist	4	4	4	4	Partially performed by an SSO. See note 6.
Occupational Safety	2	2	2	2	
Quality Assurance	2	2	2	2	
Radiation Protection	3	3	3	3	See note 6.
Safeguards and Security	14	12	14	12	Two high priority positions posted.
Safety Software Quality Assurance	0.1	0.1	0.1	0.1	Performed by an SSO.

Technical Program Manager	0	0	0	0	
Technical Training	1	1	1	1	
Transportation & Traffic Mgmt	1	1	1	1	
Waste Management	0	0	0	0	
Electrical Safety	0.1	0.1	0.1	0.1	Performed by an SSO
Senior Federal Project Director	4	3	4	3	One high priority position posted.
Sub Project Director	8	8	5	5	FFTF, Ground Water and Infrastructure are not Defense Nuclear Facilities
Project Control Officers	8	0	5	0	Positions recently established; posting in progress.

Notes:

1. These columns are the number of FTEs needed to perform the Federal Safety Assurance function for all hazardous facilities, including defense and non-defense nuclear facilities, radiological facilities, and other hazardous facilities. The Federal Safety Assurance function is described in the DOE *Implementation Plan to Improve Oversight of Nuclear Operations* (in response to Defense Nuclear Facilities Safety Board Recommendation 2004-1).
2. These columns apply only to defense nuclear facilities, and are a subset of the previous columns. These positions are being specified in order to report the status of shortages and any actions taken to fill them to the DNFSB in December 2006 under Commitment 15 in the DOE 2004-1 IP.
3. SSO staffing analysis worksheets can be found at <http://www.ftcp.org>.
4. Facility Representative staffing analysis worksheets can be found at <http://www.ftcp.org>.
5. Any additional required technical capabilities should be added to this list. No listed technical capabilities should be deleted.
6. The need in this area is expected to increase as the Hanford site moves into a period of increased D&D activities.

Section Three: Current shortages and plans for filling them**High Priority Positions:**

- One Fire Protection Engineer position posted.
- One NEPA position posted.
- One Federal Project Director position posted.
- Two Security positions posted.

Medium Priority Positions:

- One additional Facility Representative may be needed depending on budgets and contractor activities.
- Recently established Project Control Officers posting in progress for 8 positions. Function is currently partially performed by other RL staff.

Section Four: Projected shortage/surplus over next five years

There will be increased Facility Representative/Authorization Basis/SSO/ and technical staff activities in the immediate future and over the next several years. As the Hanford Site enters into a period of increased D&D work, experience indicates that there will be significant increases in the area mentioned above.

However, RL projects no anticipated shortages other than those noted in section three that cannot be filled by local service contracts or internal personnel reassignments. In addition, RL also can utilize, as necessary, available, personnel from other DOE offices that may be downsizing or have changing missions. Short falls depend on people retiring and work activities.

Section Five: General concerns or recommendations related to the Technical Staffing

RL has no new recommendations for the FTCP.