

Third Year Assignment
November 2002

Employees in the Defense Nuclear Facilities Safety Board's (Board) Professional Development Program spend their third year with an outside organization. The objective of this third year assignment is to provide the employee "hands on" practical technical experience to round out his or her education. The intent is to provide an opportunity that will benefit the employee, the nuclear weapons complex, and the Board, and is relevant to the employee's education, experience, and professional interests.

Responsibilities of the Board include:

- ' communicating the Board's objectives to the outside organization and employee;
- ' allowing its employee to spend approximately one year with an outside technical organization;
- ' continuing to pay the employee's salary and benefits;
- ' paying the employee's relocation costs to the new duty station, and back to the Board's duty station;
- ' paying the employee's DNFSB-related travel and training costs;
- ' providing access to the employee's DNFSB mentor, or other designated Board employees, to receive or discuss work assignments, progress, or other DNFSB business.

Responsibilities of the Outside Organization include:

- ' defining practical technical assignments that meet the organization's and the Board's objectives;
- ' paying for travel and training expenses that are directly related to the work assignment;
- ' providing all office equipment and supplies;
- ' providing an experienced professional mentor, to discuss work assignments, progress, or other concerns.
- ' providing a written summary of the employee's performance at the end of the assignment. This is given to the employee's mentor at the Board.

Responsibilities of the Employee include:

- ' completing the assignment;
- ' conducting himself/herself in accordance with standards set forth by the Board;
- ' contributing meaningful analysis and work to the outside organization;
- ' complying with schedules and requirements of the outside organization.

With regard to the employee's work schedule, he or she will generally follow the schedule that is in place at the outside organization. Any changes to extend or shorten the duration of the assignment must be agreed upon by the Board, the outside organization, and the employee.