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Department of Energy

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MEMORANDUM FOR KEN SHEELY
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FROM: GARRETT SMITH 
ACTING DEPUTY DIRECTOR FOR ENVIRONMENT, HEALTH
AND SAFETY
OFFICE OF ENVIRONMENT, HEALTH, SAFETY AND SECURITY
RESPONSIBLE MANAGER, RECOMMENDATION 2020-1,
NUCLEAR SAFETY REQUIREMENTS, IMPLEMENTATION PLAN

SUBJECT: Charter and Establishment of a Project Team for Benchmarking
Review in Response to the Department's Implementation Plan for
Defense Nuclear Facilities Safety Board Recommendation 2020-1,
Nuclear Safety Requirements

The purpose of this letter is to transmit to you the Department of Energy's Infrastructure Charter in response to the Department's Implementation Plan for Defense Nuclear Facilities Safety Board (DNFSB) Recommendation 2020-1, *Nuclear Safety Requirements*.

This Charter meets the deliverable as specified by Milestone 5.1.1 to Establish a Benchmarking Charter in the Implementation Plan. The Benchmarking Charter identifies the review team, process and approach documents, information sources, and review scope.

This Benchmarking Charter has been developed to guide a team of program representatives from the National Nuclear Security Administration, the Office of Environmental Management, and the Office of Science, in reviewing and comparing current processes, approaches, planning, budgeting, and execution of infrastructure upgrades and level-of-effort activities necessary to ensure facilities, structures, systems, and components continue to perform their safety functions. The purpose of the reviews and comparisons (benchmarking activity) is to express and possibly

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improve the Department's approach—including requirements—for the management of aging infrastructure.

I appreciate your commitment to supporting this effort and fulfilling the Secretary's commitments in the Department's Implementation Plan for DNFSB Recommendation 2020-1.

Benchmarking Charter

DNFSB Recommendation 2020-1, SUB-RECOMMENDATION 1: AGING INFRASTRUCTURE:

Benchmarking Charter

DNFSB Recommendation 2020-1, SUB-RECOMMENDATION 1: AGING INFRASTRUCTURE:

August 2022

Purpose:

This Benchmarking Charter is developed to guide a team of program representatives in reviewing and comparing current processes, approaches, planning, budgeting, and execution of infrastructure upgrades and level-of-effort activities necessary to ensure facilities, structures, systems, and components (SSCs) continue their safety functions. The purpose of the reviews and comparisons (benchmarking activity) is to express and possibly improve the Department's approach—including requirements—for the management of aging infrastructure.

Scope and Applicability

Planning and budget processes for EM, NNSA, and SC address safety related infrastructure upgrades and ensure facilities and safety SSCs, both active and passive, are maintained reliably to perform their safety functions. Each program office will independently perform benchmarking activities followed by comparison reviews between benchmarked programs. Benchmark reviews will have six objectives:

1. Examine each program's processes to identify, prioritize, and plan safety related infrastructure investments within the Federal budgeting process and evaluate how the Integrated Safety Management principle of balanced priorities is applied when addressing safety-related aging infrastructure needs and prioritization for defense nuclear facilities' SSCs,
2. Apply recommended maintenance, repair, upgrade, and replacement opportunities to identify possible process enhancements for assessing degradation of safety-related infrastructure,
3. Consider ANSI/ANS-3.14-2021 national standard and applicable DOE requirements to guide benchmark activities,
4. Consider concerns already identified within DNFSB Recommendation 20-1, Aging Infrastructure, and
5. Compare and identify best practices from each program's aging infrastructure methods, funding strategies, and prioritization processes while addressing long-term investment needs/plans, maintenance/expansion of operations, and infrastructure supporting safety functions.

Each program will develop a benchmark report as an appendix to the final DOE Benchmark Report. The final DOE Report will describe approaches, capture common elements, integrate best practices, and identify possible process enhancements. The final DOE Report will be issued by the Secretary with concurrence from relevant program offices. Each Program Office will initiate action and implement accepted process enhancements based on results of benchmarking activities.

Benchmarking Charter

DNFSB Recommendation 2020-1, SUB-RECOMMENDATION 1: AGING INFRASTRUCTURE:

Responsibilities:

- Identify the review team, review scope, and information sources, process, and approach documents (References) consistent with the Implementation Plan.
- Perform benchmarking reviews of each program's (NNSA, EM, and SC) planning, budgeting, and execution processes, addressing aging infrastructure supporting safety SSCs, at defense nuclear facilities.
- Produce a final report for each program to serve as an appendix to the DOE Benchmark Report highlighting possible process enhancements and best practices.
- Compare each program's benchmark report with other programs' benchmark reports to identify possible common elements, lessons learned, process enhancements, and best practices.
- Produce a Final Report, issued by the Secretary, with concurrence from relevant program offices.
- Implement best practices and process enhancements based on results of benchmarking review.

Benchmark Integrated Project Team				
Roles	NNSA	EM	SC	NE
Team Leaders	James Winter	Nancy Buschman	Carrie Swafford-Bennett	
Subject Matter Experts	Michelle Cann	Dinesh Gupta	Joseph Lebbie	George Herron
Review Committee Members/Advisors				
Chairperson	James Winter (NA-914)			
Co-Chairperson	Carrie Swafford-Bennett (SC)			
Champions	Tyson Deschamp (NNSA)			
	Mike Weis (SC)			
	Richard Verhaagen (SC)			
	Jessie Kratchman (EHSS)			
	Robert Seifert (EM)			

Benchmarking Charter

DNFSB Recommendation 2020-1, SUB-RECOMMENDATION 1: AGING INFRASTRUCTURE:

Approach:

Each program will review execution of their planning and budgeting processes consistent with the expectations of the DNFSB Recommendation 2020-1, Sub-Recommendation 1: Aging infrastructure. Comparative reviews of completed benchmarking activities will identify common elements, lessons learned within a program, integrated best practices, and possible process enhancements.

Desired Outcome:

Complete benchmarking reviews of NNSA, EM, and SC planning and budgeting processes that identify and apply best practices and process enhancements to plan, evaluate and prioritize infrastructure upgrades in support of risk-based budgeting to maintain adequate safety consistent with the Secretary's Final Decision.

References:

10 CFR Part 830

DOE O 420.1C, Facility Safety

American National Standard (ANSI/ANS-3.14-2021)

DOE O 430.1C, Real Property Asset Management

DOE O 433.1B, Maintenance Management Program for DOE Nuclear Facilities

Other DOE Directives, as applicable

NNSA Supplemental Directive 430.1C

NA-50 Real Property Asset Management Guide 2021

NA-50 Program Management Plan

DNFSB Recommendation 2020-1, SUB-RECOMMENDATION 1: AGING INFRASTRUCTURE

Implementation Plan

Submitted:

Chairperson	James Winter (NA-914)	James L. Winter	Digitally signed by James L. Winter Date: 2022.08.30 17:01:46 -04'00'
Co-Chairperson	Carrie Swafford-Bennett (SC)	Carrie J. Swafford-Bennett	Digitally signed by Carrie J. Swafford-Bennett Date: 2022.08.30 12:54:53 -07'00'

Benchmarking Charter

DNFSB Recommendation 2020-1, SUB-RECOMMENDATION 1: AGING INFRASTRUCTURE:

Approvals:

Champions	Tyson Deschamp (NNSA)	Tyson C. Deschamp <small>Digitally signed by Tyson C. Deschamp Date: 2022.09.06 10:20:15 -04'00'</small>
	Mike Weis (SC)	MICHAEL WEIS <small>Digitally signed by MICHAEL WEIS Date: 2022.08.30 16:15:38 -05'00'</small>
	Richard Verhaagen (SC)	MICHAEL WEIS <small>Digitally signed by MICHAEL WEIS Date: 2022.08.31 09:43:26 -05'00'</small>
	Jessie Kratchman (EHSS)	Concurred Via Email on 9/13/22
	Robert Seifert (EM)	Concurred Via Email on 9/13/22