

9.0 OFFICE OF ASSISTANT MANAGER FOR ENVIRONMENT, SAFETY, AND HEALTH (AMESH).

9.1 Mission. Develop, maintain and administer effective and efficient environmental protection, safety, health, and quality assurance programs and guidance applicable to all Oak Ridge Office (ORO) programs and contractors; support ORO line managers and other Department of Energy (DOE) sites in meeting their Environment, Safety, and Health (ES&H) and quality assurance (QA) responsibilities; administer the ORO Facility Representatives (FR) program and the Safety System Oversight (SSO) program; coordinate the ORO Integrated Safety Management System (ISMS) program; maintain the ORO Functions, Responsibilities, and Authorities Manual (FRAM); conduct assessments and assurance activities to provide feedback to the ORO Manager and line managers regarding the effectiveness of ES&H activities; manage the ORO National Environmental Policy Act (NEPA) program; administer the ORO Cultural Resources program; administer the packaging and transportation safety and aviation safety management programs; support the DOE Headquarters (HQ) Chief, Health, Safety, and Security (HSS), in implementing DOE's Consolidated Audit Program (DOECAP); represent ORO as an alternate on the DOE Federal Technical Capability Panel; serve as the ORO point of contact with the Defense Nuclear Facility Safety Board (DNFSB); coordinate the ORO Enforcement program; administer the Operating Experience (OE) and Federal Lessons Learned (LL) programs; administer the ORO Occurrence Reporting and Processing System (ORPS); administer the Accident Investigation (AI) process; administer the Assessment program; administer the Federal Employee Occupational Safety and Health (FEOSH) program; administer the Facility Safety program, including Nuclear and Explosive Safety Design and Natural Phenomena Hazards (NPH) Mitigation; administer the Safety Basis program; administer the Federal Radiation Protection program; administer the Federal Beryllium Protection program; support ORO organizations in implementing Environmental Management Systems (EMS) programs; administer the Hazardous Waste Corrective Action Permit for the Oak Ridge Reservation (ORR); serve as the ORO point of contact for access to Institute of Nuclear Power Operations (INPO) information and assist visits; support the establishment of strategic objectives and plans for ORO; and coordinate certain regulatory oversight activities within ORO. In performing its mission, AMESH operates as a seamless organization and, as such, will utilize all resources within the organization to fulfill the AMESH mission. In addition, AMESH has the flexibility to obtain and use resources from other ORO programs, other DOE locations, and contract services, to support its mission.

9.2 Assistant Manager and Deputy Assistant Manager discharge this mission through staff and the:

- a. Technical Support and Assessment Division (9.3 below),
- b. Environmental and Quality Management Division (9.4 below), and
- c. Safety and Health Division (9.5 below).

9.3 Technical Support and Assessment Division.

9.3.1 The Director supports ORO programs in meeting their ES&H responsibilities through the actions of the teams listed below. The AMESH organization provides subject matter expertise to support line organizations and other DOE sites in a variety of functional areas (FAs) including occupational safety, industrial hygiene,

radiation protection, environmental compliance/management, industrial safety, construction safety, transportation/packaging safety, and occupational medicine. The division manages the ORO Assessment Program, executes assessments, and conducts performance analysis activities in order to provide feedback to the ORO Manager and line managers regarding the effectiveness of their ES&H programs; coordinates the ORO ISMS program; maintains the ORO FRAM; serves as the ORO point of contact with the DNSFB; administers the ORO AI program, administers the Federal Radiation Protection and Federal Beryllium Protection programs; administers the OE, ORPS, and Federal LL programs; and implements the DOECAP for HSS. As necessary, constitutes and manages special focus teams at the request of the ORO Manager. These functions are managed through three teams.

- 9.3.2 The Laboratory Support Team supports the Assistant Manager for Science in the execution of assigned ES&H responsibilities.
- 9.3.3 The Environmental Management Support Team supports the Assistant Manager for Environmental Management and the Assistant Manager for Nuclear Fuel Supply in the execution of assigned ES&H responsibilities.

The Laboratory Support Team and the Environmental Management Support Team provides the following functions, as applicable:

- a. Support ORO line organizations in executing their responsibilities including assuring that activities and operations are carried out in a manner that protects government and contractor personnel and the general public from hazards arising from performance of the contract work.
- b. Maintain awareness of ongoing ES&H activities involving on-site work and assures appropriate AMESH personnel are engaged in providing support.
- c. Conduct and coordinates the activities necessary to assure effective ES&H oversight of projects in the field and coordinates closely with supported line organizations.
- d. Provide routine and special status reports as required by laws, regulations, and DOE Directives.
- e. Assist in the planning efforts necessary to achieve privatization of key ORO facilities.
- f. Provide ES&H support to the line's Surveillance and Maintenance Program for shut-down facilities and the safe removal and cleanup of buildings.
- g. Conduct and coordinate the activities necessary to develop environmental permit applications, settlement agreements, consent decrees, and DOE Directives involving ongoing site activities.
- h. Investigate ES&H complaints from contractor employees.

- i. Conduct required Occupational Safety and Health Act (OSHA) inspections.

9.3.4 The Assessment and Performance Systems Team manages the ORO Assessment Program, executes assessments and conducts analysis of ORO ES&H data to provide feedback to the ORO Manager and line managers regarding the effectiveness of ES&H activities, coordinates the ORO Federal LL and ORPS Programs, and works with HSS in implementing the DOECAP. The team performs the functions identified below.

- a. Administers the ORO assessment process for the ORO Manager.
- b. Administers the execution of ES&H assessments of ORO contractors and of ORO line and matrix organizations, as requested. These assessments will include appropriate functional areas of ES&H and involvement by other AMESH divisions, as appropriate.
- c. Supports HSS by managing the DOECAP for the DOE complex which serves to provide a consistent audit function for analytical laboratories and mixed/low-level waste treatment, storage, disposal, and recycle facilities that are used by multiple offices across the complex.
- d. Administers LL, OE, and ORPS activities in ORO.
- e. Coordinates the appointment of board members or advisors on Type A or Type B Accident Investigation Boards and advises the board on the investigation process.
- f. Supports the ORO Manager and line organizations in coordinating with HSS regarding their independent ES&H assessments.
- g. Supports ORO and the restart authority in performance of operational readiness review activities for ORO.
- h. Establishes and maintains an ORO process for tracking and trending of ES&H and quality issues and corrective actions associated with deficiencies identified in internal and external assessments of ORO activities.
- j. Supports the ORO Manager and ORO in providing ES&H and quality related status and performance reports.
- k. Provides an ORO system and tools for planning, scheduling, conducting, and tracking of ORO assessments, walkthroughs, issues, and corrective actions.
- l. Serves as the ORO point of contact for the DOE HSS Corrective Action Management Program (CAMP) Team.
- m. Manages the ORO Safety First Web Site.

- n. Provides support and coordination to the ORO Safety and Health Committee.
- o. Administers the activities of the ORO Federal Employee Occupational Safety and Health Program, including the conduct of OSHA inspections for the Federal Building and federally-occupied areas other than major sites.
- p. Administers the ORO Voluntary Protection Program (VPP).
- q. Supports the line for packaging and transportation safety activities including:
 - (1) Ensuring regulatory compliance for all hazardous materials packaging and transportation. This includes compliance with hazardous materials safety regulations and regulations for motor vehicle, railroad, and aviation safety.
 - (2) Coordinating with DOE HQ and Federal/State/local agencies for obtaining packaging and transportation approvals including certifications, exemptions, and permits.
 - (3) Administering the Packaging Certification Program for all Nuclear Regulatory Commission (NRC)/DOE/International Atomic Energy Agency certificate packages and special form sources used by ORO.
 - (4) Serving as the ORO Aviation Safety Manager.
 - (5) Coordinating and interfacing with DOE HQ and regulatory agencies for new rules, regulations, and Directives that effect ORO transportation and packaging programs.
 - (6) Performing review/audits/assessments of contractor packaging and transportation programs.

9.4 Environmental and Quality Management Division.

- 9.4.1. The Director supports line implementation of environmental protection programs and activities for ORO, including the NEPA; EMS and the Toxic Substances Control Act (TSCA) programs; provides QA support to ORO programs serves as the ORO point of contact for coordination of the Suspect and Counterfeit Parts and Software Quality Assurance (SQA) programs; administers the ORO FR program and the SSO programs; supports the line in reviewing DOE and contractor QA Plans and provides other support as necessary; provides ES&H support to the Information Resources Management Division (IRMD); supports the ORO Office of Assistant Manager for Security and Emergency Management in weapons/firearms safety; and serves as the ORO point of contact for ensuring the execution of the “*OneSC Service Agreement*” for ES&H support to various science laboratories. In addition, serves a similar function regarding support to the National Nuclear Security Administration (NNSA) Y-12 Site Office (YSO) and the Portsmouth and Paducah Program Office. These functions are managed through two teams.

9.4.2 Environmental Protection Team.

- a. Develops, establishes, and interprets environmental protection objectives and guidelines in support of ORO and contractor operations.
- b. Assists with the coordination of environmental matters among DOE HQ; Contracting Officers (COs) and Contracting Officer's Representatives (CORs); Federal, State, or local regulatory bodies; and stakeholder groups.
- c. Develops and maintains systems for collection, retention, evaluation, and dissemination of information that characterizes ORO environmental activities for areas such as asbestos, Radionuclide National Emission Standards for Hazardous Air Pollutants, Superfund Amendments and Reauthorization Act, and site environmental monitoring results that demonstrate compliance with environmental protection laws, regulations, and DOE Directives.
- d. Coordinates comments on proposed environmental legislation, regulations, and DOE Directives that affect ORO operations.
- e. Leads and manages ORO NEPA activities to assure that ORO activities are executed consistent with implementing regulations, Executive Orders, and Directives, including serving as the ORO NEPA Compliance Officer.
- f. Supports oversight of EMS programs and informs management of environmental risks and vulnerabilities.
- g. Administers the Hazardous Waste Corrective Action Permit for the ORR.
- h. Administers the Hazardous and Solid Waste Amendments of 1984 (HSWA), TSCA (including the PCB Federal Facility Compliance Agreement), Underground Storage Tank (UST), Emergency Planning and Community Right-to-Know Act (EPCRA), Resources conservation and Recovery Act (RCRA), Federal Insecticide and Rodenticide Act (FIFRA), Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), and Pollution Prevention programs for the ORO Manager and in support of the line organizations.
- i. Supports the DOECAP Program.
- j. Administers the Clean Air Act (CAA), Asbestos, and Radiation National Emission Standard for Hazardous Air Pollutants (NESHAPS) programs for the ORO Manager and in support of line management.
- k. Provides technical support to COs/CORs and/or the line program offices in the FAs of environmental protection.
- l. Coordinates the ORR Environmental Monitoring Program and ensures consistent reporting (Annual Site Environmental Report) of environmentally related activities in ORO.

- m. Manages the ORO Cultural Resources Program for the ORR.
- n. Coordinates the ORO Health Studies Program.
- o. Coordinates activities in related areas, e.g., Floodplains, Wetlands, Environmental Justice, Threatened and Endangered Species.

9.4.3 External Support and Quality Management Team.

- a. Serves as the point of contact for ES&H support to other DOE sites/programs in accordance with the Office of Science Integrated Support Center Service Plan and other management agreements.
- b. Administers the ORO QA Program. Activities include preparation of the ORO QA Program Description, review of Quality Assurance Plans (QAPs) for ORO contractors, providing policy interpretation and guidance for DOE on implementation of QA programs in ORO mission areas, etc.
- c. Provides technical support to COs/CORs and/or the line program offices in the FAs of quality assurance.
- d. Administers ORO FR program and SSO program.
- e. Provides weapons/firearm safety support to ORO's Office of the Assistant Manager for Security and Emergency Management.
- f. Provides DOE Directive (Order, Guide, and Manual) coordination in AMESH, and ensures that necessary ORO ES&H-related Directives are drafted and coordinated with line programs and support organizations.
- g. Administers the ORO SQA Program.
- h. Administers the ORO Suspect and Counterfeit Parts Program.

9.5 Safety and Health Division.

9.5.1. The Director develops, maintains, and administers nuclear safety and facility safety programs in support of all ORO programs and other DOE sites. This includes authorization basis, fire protection, nuclear and explosive safety design, NPH mitigation and criticality safety. Perform assessments in assigned areas. These functions are managed through two teams:

- a. Safety Programs Team (9.5.2 below) and
- b. Health Programs Team (9.5.3 below).

9.5.2 Safety Programs Team.

- a. Interprets safety basis, criticality safety, nuclear and explosive safety design, NPH mitigation and fire protection policies, codes, Technical Standards, Directives, regulations, guides, and criteria and determines applicability; advises on implementation strategy, and supports the line in ensuring compliance.
- b. Provides technical assistance, as requested, in the area of responsibility including safety basis, fire protection, nuclear and explosive safety design, NPH mitigation and criticality safety.
- c. As requested, provides technical support in the areas of facility safety and authorization basis.

9.5.3 Health Programs Team.

- a. Administers the ORO Federal Ergonomics Program.
- b. Administers the Federal Personal Protective Equipment program.
- c. Provides technical assistance, as requested, in areas of responsibility.