

March 16, 2000

MEMORANDUM TO: Cynthia D. Pederson, Director, DNMS

FROM: Bruce L. Jorgensen, Chief, Decommissioning Branch
/s/ B. L. Jorgensen

SUBJECT: DECOMMISSIONING BRANCH TRACKING SYSTEM

This is to followup on my memorandum of December 13, 1999, regarding the results of the Decommissioning Branch self-assessment on "open items."

The self-assessment concluded that the Decommissioning Branch would benefit from a shared tracking system, which would improve assurance that issues and projects are brought to a proper completion. Some specific items lacking documented follow up were identified in my December 13 memorandum. A target date of January 30, 2000, was given for development of the tracking system.

After consultation with Steve Orth, Dave Hills and Pat Hiland regarding their respective scheduling and tracking tools, the Decommissioning Branch has now developed our initial PROJECTRACK document (see attached). This will be in the shared ADAMS Decommissioning Branch folder. I am the document "owner;" Bill Snell and Mike McCann (as my senior (GG-14) staff) are "authors." Each of us, and the branch secretaries, will be able to add projects or update them. All other members of the Branch, and DNMS division management, will be authorized to view the document.

The document contains, for each project, issue or assigned action, an activity name, the identity of the lead person (and support persons, if applicable), milestones and their respective due dates, and any necessary "notes." As each action or project is completed, the item will be transferred to a separate, historical PROJECTSDONE document. This document will likewise be available for viewing by division management.

Each "open item" which our self-assessment showed to be lacking documented closure has been entered into the initial PROJECTRACK document, these are the items identified by the "note" column as "S-A items." This will assure followup on these items.

PROJECTRACK will be supplemented by a separate file, PROJECALENDAR, which mimics the system which Steve Orth developed (also attached). This document will be administered in the same manner, via the shared Branch ADAMS folder.

C. Pederson

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If you have any questions, please contact me at Extension 9615.

Attachments: As stated (2)

cc w/atts: L. Camper, NMSS
J. Caldwell, RIII
B. J. Holt, RIII
R. Caniano, RIII

DOCUMENT NAME: G:\SEC\PROJTRAK.wpd

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OFFICE	RIII		RIII				
NAME	Jorgensen:djp		Pederson				
DATE	03/16/00		03/16/00				

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DECOMMISSIONING BRANCH - PROJECT TRACKING

ITEM	LEAD	MILESTONE(S)	DUE	NOTE
NWI Land Management	McCann/Lee	<ol style="list-style-type: none"> 1. Document 2/00 site visit 2. Follow up question on deed restriction duration 3. Inform NWI of new dose rule developments 4. Observe any new site work; characterization or remediation 	3/10/00 3/1/00 6/1/00 TBD	Done
Battelle - inspection	McCann/Bonano	<ol style="list-style-type: none"> 1. Establish Battelle's work schedule 2. Develop MIP based on 1. above 3. Coordinate and conduct initial inspection with ODH 4. Coordinate joint regulators/licensee meeting re. Decommissioning 	2/1/00 2/1/00 4/3/00 4/3/00	S A item Done Caniano/Suppes
New Rx Oversight	Leemon	Review new IP 71111 for insights to MC2561	3/31/00	
Zion -Inspection with IDNS - MOU	Leemon	Coordinate initial onsite joint inspection activities with certified IDNS reactor decommissioning inspector (J. Yesinowski)	4/1/00	
Battelle - licensing	McCann	<ol style="list-style-type: none"> 1. Clarify organization structure 2. Define training/qualifications 3. Adopt possession limits for SNM 4. Issue license amendment addressing 1 - 3 above 	4/15/00 " " "	S A item
Central Mich Univ.	McCann/Lee(#2)	<ol style="list-style-type: none"> 1. Site visit/meeting with RSO 2. Evaluate site-specific RESRAD calculation 3. Evaluate distribution among multiple (up to 5) burial sites 	2/15/00 4/1/00 4/1/00	Done S A item
ISFSI Program	Landsman	Review and comment on revised IPs on ISFSI inspection (IP 60851, 60852)	4/1/00	
Alliant Techsystems	McCann/LaFranzo	<ol style="list-style-type: none"> 1. Review decommissioning plan 2. Develop overall inspection plan 	5/1/00 7/1/00	
Dresden 1 ISFSI	Landsman	Develop Integrated Insp. Plan (IIP) with SFPO	5/1/00	
Big Rock ISFSI	Landsman	Develop Integrated Insp. Plan (IIP) with SFPO	6/1/00	
LACBWR inspection	P. Lee	Follow up IR#98004 QA auditors issue on poor timeliness of actions to close findings	4/30/00	S-A item
Lab Protocol	Bonano	Draft protocol for fixed lab utilization of liquid scintillation system for identification and quantification of H-3 and C-14	5/1/00	

YEAR 2000 DECOMMISSIONING BRANCH SCHEDULE

UPDATE: 3/8/00

DATE	BRUCE	GENE	ED	MIKE L	PETER	ROSS	ROY	MIKE M	BILL
Mar 6 - Mar 10		CWS - 10	Big Rock		CWS - 10	Dres3/8-9 CWS - 10	Big Rock		GDP
Mar 13 -Mar 17	CWS - 17			Indpls, IN			RIII		
Mar 20 - Mar 24		CWS - 24			CWS - 24	CWS - 24	Zion	AL - 20	
Mar 27 - Mar 31	AL 27 - 30 CWS - 31							AL 26,27	
Apr 3 - Apr 7		Battelle CWS - 7	H-202 TTC		H-202 TTC	CWS - 7	H-202 TTC	Battelle	
Apr 10 - Apr 14	CWS - 14	10-14 USAF		Big Rock		Point Beach		NWI site	Big Rock
Apr 17 - Apr 21		17-21 USAF			CWS - 21	CWS - 21		HQ: D&D 3 days	
Apr 24 - Apr 28	CWS - 28						AL 27 & 28		
May 1 - May 5		CWS - 5			CWS - 5	CWS - 5	AL 5/1		
May 8 - May 12	CWS - 12								
May 15 May 19		CWS - 19			CWS - 19	Pt Beach CWS - 19			
May 22 May 26	CWS - 26								
May 29 Jun 2	HOL 29	HOL 29 CWS - 2	HOL 29	HOL 29	HOL 29 JPG 31 CWS - 2	HOL 29 CWS - 2	HOL 29	HOL 29	
Jun 5 - Jun 9	CWS - 9								
Jun 12 - Jun 16		CWS - 16			CWS - 16	CWS - 16			
Jun 19 - Jun 23	CWS - 23			Annual Leave					
Jun 26 - Jun 30		CWS - 30		Annual Leave	CWS - 30	CWS - 30			
Jul 3 - Jul 7	HOL - 4 CWS - 7	HOL - 4	HOL - 4	AL - 3 HOL - 4	HOL - 4	HOL - 4	HOL - 4	HOL - 4	HOL - 4

