



Department of Energy
National Nuclear Security Administration
Washington, DC 20585



MEMORANDUM FOR ASSOCIATE ADMINISTRATOR FOR MANAGEMENT
AND ADMINISTRATION

THROUGH: INGRID KOLB
DIRECTOR, OFFICE OF MANAGEMENT

FROM: MARTIN J. SCHOENBAUER 
PRINCIPAL ASSISTANT DEPUTY ADMINISTRATOR
FOR OPERATIONS

SUBJECT: ACTION: Request to Revise Department of Energy (DOE)
Order 5660.1, *Management of Nuclear Materials* and to
Develop DOE Manual 410.X-X, *Management of Nuclear
Materials Manual*

ISSUE: The purpose of this memorandum is to request approval to revise DOE Order 5660.1 to establish requirements for the life-cycle management of DOE-owned and/or DOE-managed accountable nuclear materials; and to request approval to develop the companion DOE Manual 410.X-X that provides requirements and responsibilities for implementing the Order.

BACKGROUND: The last revision to the Order was approved in May 1994 and an updated Order is needed to reflect the current DOE organization and evolving DOE post-cold war mission. The revised Order will establish the DOE requirements and responsibilities for life-cycle management of accountable nuclear materials. The proposed Manual will provide the implementing requirements and responsibilities for the Order.

POLICY IMPACT: The Order and Manual are being drafted by a team of subject matter experts established by the Nuclear Materials Disposition and Consolidation Coordination Committee (NMDCCC) in December 2006 to identify the Department's requirements, interests, and needs, and establish Headquarters elements and field organizations' responsibilities for the management of accountable nuclear materials. Extensive reviews, including those external to the writing team, are part of the review process underway and include an independent peer review team, the National Nuclear Security Administration (NNSA) Nuclear Materials Management Team, and the DOE NMDCCC. Writers and reviewers include Federal and contractor personnel. These reviews are included in the Development Schedule as described in the Attachment.

The Order will describe the high level requirements and responsibilities with detailed implementation requirements included in the companion Manual. To minimize the



frequency for future revisions to the Manual, the Manual includes only the necessary requirements and responsibilities to establish effective life-cycle management of DOE-owned and/or DOE-managed accountable nuclear materials. Additional standardized procedures and practices to support the implementation of the Order and Manual requirements are to be issued in a Nuclear Material Handbook and Nuclear Materials Management Guidance at a later date.

The Order and Manual will establish a permanent Nuclear Materials Management Coordinating Committee which should improve life-cycle management of nuclear materials across the DOE complex. The Committee will improve understanding and consistency in nuclear material management with the designation of Lead Material Management Offices to facilitate planning and integration for each nuclear material at the field organization level.

Many of the proposed requirements are included in the current DOE Order 5660.1B. The incremental cost to implement the proposed Order and Manual requirements are minor when compared with current nuclear materials management processes already required in the DOE Order 5660.1B. Cost impacts should likewise be small, considering total costs across the complex for managing nuclear materials in accordance with the current DOE Order requirements.

Longer term, efficiencies are expected to yield cost savings across the DOE complex due to better management and integration for the utilization and disposition of nuclear materials.

The proposed Order and Manual do not duplicate existing laws, regulations, or national standards and they do not create undue burden on the DOE.

SENSITIVITIES: None

URGENCY: None

RECOMMENDATION: That you approve the subject directives for revision and development.

Attachment

cc: J. Rispoli, EM-1
C. Anderson, EM-2

OFFICE OF MANAGEMENT'S RECOMMENDATION:

Recommend Approval: _____

Recommend Disapproval: _____

Timeframe: ___ 30 days ___ 60 days ___ 90 days ___ 120 days

Date: _____

NNSA'S DECISION:

Approved: _____

Disapproved: _____

Date: _____

DOE Order 5660.1, *Management of Nuclear Materials* and DOE M 410.X-X,
Management of Nuclear Materials Manual

CTA CONCURRENCE: _____ (DOE/Energy) Date: _____

_____ (DOE/Science) Date: _____

_____ (NNSA) Date: _____

Attachment

Development Schedule for DOE Order and Manual for *Management of Nuclear Materials*

The subject directives are proposed to be processed under Track 4.

Milestone	Planned	Completed
DOE Nuclear Materials Disposition, Consolidation and Coordinating Committee (NMDCCC) support DOE Order and Manual Approach and writing team members are assigned	01/07	01/07
Writing team completes draft Order and Manual	07/07	07/07
Independent Peer Review Team reviews draft DOE Order and Manual	07/07	07/07
NNSA Nuclear Materials Management Team reviews draft DOE Order and Manual	08/07	08/07
Resolve comments and produce revised draft Order and Manual	8/07	8/07
Submit Justification Memorandum to MA-44	08/07	9/07
DOE NMDCCC reviews draft DOE Order and Manual (Committee includes representation from DOE HQ programs, field, and legal)	08/07	9/07
Route directive through NA-10 and other affected DOE programs as appropriate for comment	9/07	9/07
Resolve internal comments and produce revised draft	9/07	
Obtain concurrence from NA-10	9/07	
Submit to MA-1 for review, editing, and approval	10/07	
Post to RevCom for comments, comment resolution & concurrence (Track 4, 120 calendar days)	11/07	
Target Approval Date	03/08	



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November 14, 2007

OFFICE OF THE ADMINISTRATOR

MEMORANDUM FOR: ASSOCIATE ADMINISTRATOR FOR MANAGEMENT
AND ADMINISTRATION

THROUGH: INGRID A. KOLB
DIRECTOR, OFFICE OF MANAGEMENT

FROM: WILLIAM C. OSTENDORFF 
CENTRAL TECHNICAL AUTHORITY

SUBJECT: Concurrence with the Request to Revise DOE Order
5660.1, *Management of Nuclear Materials* and to Develop
DOE Manual 410.X-X, *Management of Nuclear Materials*
Manual

On September 12, 2007, you received a request from the Principal Assistant Deputy Administrator for Operations for approval to revise DOE Order 5660.1 and to develop an associated Manual. This request included a justification for the revision and for developing the Manual. DOE O 251.1B, *Department Directives Program*, requires that the appropriate Central Technical Authority concur on memoranda justifying revisions to DOE Orders that affect nuclear safety.

I concur with this request and justification.

