

U.S. Department of Energy

Oak Ridge Operations

ORO O 420 Chapter V Chg. 1

DATE: 03-31-98

**SUBJECT: DELEGATION OF APPROVAL AUTHORITY FOR DOE 5480.21, 5480.22, 5480.23,
AND 5481.1B**

1. PURPOSE. This Chapter establishes overall guidance and administrative controls and assigns responsibility to Oak Ridge Operations (ORO) and its contractors. Nothing in this issuance changes any requirements in any DOE Order.

The purpose of this Chapter is to document the delegation of approval authority by Headquarters to the Manager and further delegations by the Manager to subordinate levels within ORO. This Chapter complements the Chapters to be published for DOE 5480.23, 5480.22 and 5480.21 and DOE O 420.1 (includes canceled DOE 5481.1B).

2. CANCELLATION. None.
3. APPLICABILITY. This Chapter applies to ORO Principal Staff and management and operating contractors.
4. RESPONSIBILITIES. Many ORO contractors have developed Standards/Requirements Identification Documents (S/RIDs) or Work Smart Standards (WSS) sets that may not include requirements referenced or included in DOE 5480.23, 5480.22 and 5480.21; DOE O 420.1 (includes canceled DOE 5481.1B); or this Chapter. Interpretation and performance of Federal responsibilities outlined below must take into account the approved standards set for each particular contract and must not be deemed to add any requirements to the approved set.
 - a. Manager.
 - (1) As delegated by the cognizant Secretarial Officer (CSO), approves safety documentation where delegation to subordinate levels of ORO is not authorized.
 - (2) Initiates/approves requests to the CSO for delegation of approval authority or approval of delegation to subordinate levels of ORO.
 - b. Assistant Managers.
 - (1) Approve safety documentation where authorized and/or approved by the CSO and formally documented by the Manager (see Attachment 2 of this Chapter).
 - (2) Review general areas of responsibility on a continuing basis to identify the need for future requests to the CSO for approval of additional delegation of approval authority. This need may result from lack of prior authorization by the CSO for new facilities or modification of activities within existing facilities.

- c. Director, Nuclear Safety Division (NSD). Serves as the focal point within ORO for monitoring and evaluating subsequent direction from the CSO concerning additional delegation of approval authority.
- d. Contracting Officer's Representatives.
 - (1) Approve safety documentation where delegation to that ORO level is authorized and/or approved by the CSO and formally documented by the Manager.

- (2) Review general areas of responsibility on a continuing basis to identify the need for future requests to the CSO for approval of additional delegation of approval authority. This need may result from lack of prior authorization by the CSO for new facilities or modification of activities within existing facilities.
 - (3) Inform the Directives Management Group and the NSD of any future memorandums that add to or alter the delegations of approval authority contained herein.
 - e. Leader, Directives Management Group, maintains copies of all the authorization memorandums from Headquarters and internal memorandums covering delegations within ORO.
5. REQUIREMENTS AND PROCEDURES. None.
6. REFERENCES. None.
7. DEFINITIONS. None.
8. CONTRACTOR REQUIREMENTS DOCUMENT. See Contractor Requirements Document, Attachment 1 of this Chapter.
9. ATTACHMENTS.
- a. Attachment 1 - Contractor Requirements Document.
 - b. Attachment 2 - Summary of Delegation of Approval Authority at ORO.

CONTRACTOR REQUIREMENTS DOCUMENT

DELEGATION OF APPROVAL AUTHORITY FOR ORO CONTRACTORS

Contractors that are identified in paragraph 3 of this Chapter shall approve safety documentation for Other Industrial Facilities or Radiological Facilities where authorized and/or approved by the CSO (see Attachment 2 of this Chapter).

NOTE: One CSO has delegated approval of Auditable Safety Analyses and Safety Evaluation Reports for Other Industrial Facilities and Radiological Facilities to contractor management.

**SUMMARY OF DELEGATION OF APPROVAL AUTHORITY
FOR SAFETY DOCUMENTATION AT ORO
AS OF 9/16/96**

FACILITY HAZARD CATEGORY	DP	EM	ER	NE
Nuclear	-----	-----	-----	-----
1	Not delegated	Not delegated	Not delegated	Delegated to Office of Civilian Reactor Development
2	Delegated 9 @ Y-12 to ORO/AMDP; delegated 3019 @ ORNL to ORO/AMLO	Delegated to ORO Manager; ORO Manager delegated to AMEM	Delegated to ORO Manager	NE Program Office to delegate on case-by-case basis; Uranium Programs delegated to ORO Manager
3	Delegated to ORO/AMDP	Delegated to ORO Manager; ORO Manager delegated to AMEM	Delegated to ORO Manager; ORO Manager delegated to ORNL SO Manager	Delegated to ORO Manager
Radiological (<Cat 3 Nuclear)	Not addressed	Delegated to contractor management	Not addressed	Not addressed
Nonnuclear	-----	-----	-----	-----
High	Not addressed	Not delegated	Not delegated	Not addressed
Moderate	Not addressed	Delegated to ORO Manager; ORO Manager delegated to AMEM	Delegated to ORO Manager	Not addressed
Low	Not addressed	Delegated to ORO Manager; ORO Manager delegated to AMEM	Delegated to ORO Manager; ORO Manager delegated to ORNL SO Manager	Not addressed
Other Industrial	Not addressed	Delegated to contractor management	Not addressed	Not addressed