

Memorandum of Agreement

Between

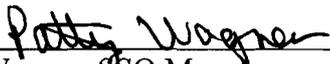
DOE/NNSA Sandia Site Office

And

DOE/NNSA Pantex Site Office

Weapons Evaluation Test Laboratory

Approved by:



Patty Wagner, SSO Manager

9-25-09
Date



Steve Erhart, PXSO Manager

10/23/09
Date

Memorandum of Agreement for Weapons Evaluation Test Laboratory

This Memorandum of Agreement (MOA) is entered into by the Pantex Site Office (PXSO) and the Sandia Site Office (SSO) for operation of the Weapons Evaluation Test Laboratory (WETL) at the Pantex Site. The MOA references operations, support, and requirements to be met by the Pantex Managing and Operating (M&O) Contractor and the Sandia Corporation (Sandia) pursuant to their respective prime contracts with Department of Energy/National Nuclear Security Administration (DOE/NNSA).

Purpose

The purpose of this document is to set forth the roles, responsibilities, authorities and accountabilities with respect to operation of WETL for each of the parties to this MOA. The WETL is a Low Hazard, Non-Nuclear Facility owned by the DOE/NNSA, operated by Sandia, and located at the Amarillo, Texas Pantex Plant. Sandia is responsible for the testing of weapon systems in the Stockpile Evaluation Program at Pantex and uses the WETL for such activity. Members of the Sandia Stockpile Evaluation Department staff the WETL. The Contracting Officer authority for Sandia resides at the Sandia Site Office (SSO). However, because the WETL resides at Pantex, the PXSO will support SSO by providing specific oversight functions. This document defines the roles and responsibilities of the PXSO and SSO, and references the operations, support, and requirements to be met by the Pantex M&O Contractor and Sandia personnel. All other oversight responsibilities related to WETL not covered by this document will be the responsibility of SSO. This MOA does not change any existing contractual, legal, or regulatory requirements.

Roles and Responsibilities

Pantex Site Office (PXSO)

PXSO will support SSO by providing oversight of Sandia's operations at WETL as defined in this MOA. Sandia WETL operations are to be conducted in a safe, secure, and efficient manner in accordance with the requirements outlined in the respective M&O contracts as they pertain to this MOA. A Point of Contact (POC) from PXSO will be assigned as the primary interface for this MOA associated with WETL operations. The PXSO WETL MOA POC will communicate with the applicable PXSO or SSO Assistant Managers as necessary to fulfill the responsibilities of this MOA and to ensure safe and secure operations. The appropriate PXSO POC will inform the SSO POC, in a timely manner, of any issues that may arise as a result of Sandia WETL activities (See table below, *Points of Contact*).

PXSO, through the PXSO WETL MOA POC, will provide the following support for the WETL operations:

Emergency/Abnormal Events

1. Issue stop work as required to prevent harm to personnel, damage to the facility or the environment.
2. After conferring with the PXSO WETL MOA POC to ensure it is safe to do so, conduct initial on scene inspections and evaluations of abnormal accidents, incidents, and occurrences and report all results to the SSO WETL MOA POC so that the SSO can ensure Sandia complies with reporting requirements (Occurrence Reporting Processing System (ORPS), Computerized Accident/Incident Reporting System (CAIRS), 10 CFR 851, etc.)

3. Make all required Emergency Management (Operational Emergency) and noncompliance notifications/interfaces as required by PXSO, with the state of Texas, City of Amarillo, county officials, and other federal agencies.

Routine Oversight/Interfaces

1. Provide a PXSO Facility Representative (FR) to perform periodic tours of the WETL facility and act as a day-to-day POC for Environment, Safety and Health (ES&H) oversight for WETL personnel and facilitate evaluation of the Pantex M&O contractor support of WETL activities.
2. Provide ES&H subject matter experts (SMEs) as needed to perform periodic oversight of the Pantex M&O Contractor support of WETL activities.
3. Provide oversight for all aspects of the safeguards and security (S&S) program at WETL, to include the conduct of annual survey activities in accordance with DOE requirements.
4. Manage the certification and annual recertification of Sandia WETL personnel into the Human Reliability Program (HRP).
5. Provide guidance to the Pantex M&O Contractor pursuant to the Pantex M&O Contractor's provisions within the language of this MOA regarding support it will provide WETL and prioritization of Sandia requests for support for its operations in WETL.
6. Evaluate/assess Safety & Health issues associated with or pertaining to WETL operations.
7. Assist with Quality support activities as requested and mutually agreed to by PXSO and SSO.

Additional Support

1. Follow-up on specific requests from SSO, on a case-by-case basis, such as verification of completion of an ORPS corrective action.
2. PXSO will advise SSO if they have any issues with Sandia performance.
3. Pantex Explosive Authority Having Jurisdiction (AHJ) and SSO Explosive AHJ will coordinate on explosive safety issues as necessary.
4. PXSO will provide the explosive safety plans and amendments to SSO when approved by PXSO.

Sandia Site Office (SSO)

SSO will retain its contract administration responsibilities for Sandia performance evaluation, budget and cost oversight, utilizing PXSO input on the performance of those functions regarding Sandia WETL activities. SSO will assign and identify a WETL MOA POC responsible for coordinating these contract administration activities for WETL under the Sandia contract. The SSO WETL MOA POC will inform the PXSO WETL MOA POC of any relevant Sandia contractual matters affecting or potentially affecting Sandia WETL operations, including, but not limited to, funding issues. SSO will provide support to PXSO regarding ES&H related issues with SMEs as needed to supplement oversight. An SSO POC for S&S will also be designated to facilitate S&S matters requiring Sandia attention (See table below, *Points of Contacts*). Coordination for support will be accomplished through the SSO WETL MOA POC.

Sandia Corporation (Sandia)

As a tenant of the Pantex Plant, Sandia will abide by all Pantex Plant procedures (see representative listing in Attachment 1, *Requirements to be met by Sandia Corporation*), DOE/NNSA requirements, and other applicable laws and regulations to maintain a safe, secure and environmentally responsible work place. A Sandia WETL Facility Manager will be identified to interface with the SSO, PXSO, and Pantex M&O Contractor POCs, provide timely notification of issues, discrepancies, and other matters of concern as directed in policies and procedures, and assure WETL personnel comply with all Pantex plant

requirements. Incident reporting will be consistent with the established Pantex notification protocol, utilizing the Pantex M&O Contractor Operations Center. Sandia will provide an Integrated Contractor Order (ICO) jointly developed and negotiated between Sandia and the Pantex M&O Contractor (see Attachment 3, Services to be Provided Under an Integrated Contractor Order). Sandia will also comply with Sandia's Contract DE-AC04-94-AL85000, Clause H-22 entitled *Performance of Work at DOE Facilities and Sites Other Than Sandia National Laboratories*.

Pantex M&O Contractor

The Pantex M&O Contractor will support Sandia operations at WETL as described in Attachment 2, *Services to be Provided by Pantex Managing and Operating Contractor*. Additional services that may be required, examples are listed in Attachment 3, *Services to be Provided Under an Integrated Contractor Order*, will be provided in accordance with the ICO issued by Sandia.

Services and Support Requirements

PXSO ensures the Pantex M&O Contractor provides necessary support services to Sandia at WETL in accordance with the agreements reached in this MOA and subsequent ICO(s). The requisite services and support required by Sandia at WETL for program implementation that are not covered in the current Pantex M&O Contract will be funded and paid for by Sandia via formal detailed ICO negotiated between the Pantex M&O Contractor and Sandia. The SSO WETL MOA POC will ensure the agreed-to conditions of the ICO are satisfied by Sandia.

Table - Points of Contact

	PXSO	SSO
POCs	Carlos Alvarado / Duty Officer Assistant Manager for Facility Operations WETL MOA POC (806) 477-3180/4919 Duty Officer Desk: 806-477-6228 Pantex Plant Operations Center: 806-477-5000	James Todd Assistant Manager for Facility Operations WETL MOA POC (505) 284-6668 Pager: 888-271-6838
Explosives Safety	Harry Griffith Explosives Safety AHJ (806) 477--3198	John 'Jef' Franchere Explosives Safety AHJ (505) 845-6171
Safeguards and Security	Gary Wisdom / Roxanne Steward Assistant Manager for Safeguards & Security / S&S Team Lead (806) 477-3104 / (806) 477-7921	Jo Loftis / A.R. Kubasek Assistant Manager for Safeguards & Security / Senior S&S Tech Advisor (505) 845-6484/ (505) 845-4803
		Lynda L. Chiamonte Survey Program Project Lead (505) 845-5994

	PXSO	SSO
Contracts	Mark Padilla Assistant Manager for Contract Administration & Business Management (806) 477-3042	JoAnn Wright Contracting Officer (505) 845-4096
Environment Safety and Health	Johnnie Guelker Assistant Manager for Environmental and Site Engineering Programs (AMESEP) (806) 477-3183	Dan Pellegrino Assistant Manager for ES&H (505) 845-5398

Table – Contractor Points of Contact

Pantex Plant Managing and Operating Contractor	Sandia Corporation WETL
Jeffrey C. Yarbrough Director of Directed Stockpile Programs (806) 477-3281	G. David Jones Sandia Corporation WETL Facility Mgr. (806) 477-3072
Corey Strickland DSW Program Management (806) 477-4818	Rene Ramirez Sandia Corporation WETL Team Lead (806) 477-3082

Program Funding

This MOA provides a basic understanding of mutual cooperation and assistance between parties, but is not a binding contract. This MOA shall not be used by DOE/NNSA to obligate funds or as a basis for the transfer of funds. Should reimbursement be required, it shall be accomplished through an ICO.

Modification of this MOA

This MOA sets forth the parties' understanding as to the roles and responsibilities of the parties and may be modified only by written mutual agreement of the parties.

Effective Date and Term of this MOA

This document will become effective upon approval and receive a documented annual review. It will remain in effect until cancelled by mutual agreement and may be revised by parties as necessary.

Attachment 1

REQUIREMENTS TO BE MET BY SANDIA CORPORATION:

Sandia WETL personnel shall comply with plant standards, work instructions, and other procedures that ensure the safety and security of plant operations, including:

1. Sandia shall adopt the Integrated Safety Management (ISM) philosophy and apply the ISM principles to the Pantex Plant WETL operations as outlined in the DOE Safety Management System Policy (DOE P 450.4) and in their Corporate Process Requirement for ISM System.
2. Sandia personnel working in the WETL are required to attend and maintain the Pantex M&O Contractor's General Employee Training as well as other required site-specific and task-specific training.
3. Sandia personnel may drive government vehicles on the Pantex Plant and shall obey the Plant rules governing use of government vehicles.
4. Sandia will coordinate its approved 10 CFR 851 Workers Safety and Health Program with the Pantex Plant M&O and ensure that the WETL and WETL employees comply with all appropriate requirements of 10 CFR 851.
5. Sandia personnel in the HRP program shall participate in and comply with the Pantex Plan drug and alcohol screening programs.
6. Sandia personnel shall comply with the Pantex Plant Radiation Protection Program as mandated in the Pantex Radiological Control Manual (PRCM), including:
 - a. Wearing Pantex issued dosimetry.
 - b. Participate in management assessments for all activities involving radioactive materials and RGDs, as required.
 - c. Submitting bioassays as directed by an RSD approved technical procedure or RWP.
 - d. Adhering to radiological requirements dictated in RWPs and/or technical procedures approved by the Pantex RSD.
 - e. Submitting a PX-2998, "Evaluation of Radiological Operations Request" to establish/dismantle a contamination area when conducting decontamination activities.
 - f. Submitting appropriate forms when using or transferring controlatrons or sealed radioactive sources.
 - g. Attending and maintaining radiological training (i.e., GERT, RWT I, or RWTII).
7. Sandia personnel are required to respond to all Pantex Plant fire or other emergency events, in accordance with protective action directions, to include personnel accountability and other drills and exercises.
8. Sandia personnel shall comply with all plant regulations related to site services such as waste management, computer usage, environmental controls, etc.
9. As Sandia will be responsible to fund facility modifications, the Pantex M&O Contractor and Sandia will negotiate with involvement of PXSO Contracting Officer as necessary, the scope, cost and schedule of the needed facility modifications.
10. Any requests for deviation from site-specific plant security requirements should be directed to the PXSO-Assistant Manager for Safeguards and Security.
11. Sandia will ensure that WETL activities are integrated into the Pantex M&O Contractor's Emergency Management Program to include: providing the B&W Pantex Emergency Management function with a copy of the WETL hazardous materials inventory on an annual basis; and notifying the B&W Pantex Emergency Management function prior to significant changes to the facility or hazardous material inventory.
12. Sandia will be the "Shipper of Record" for any WETL shipment of hazardous items or hazardous materials. Shipping and Receiving for all off-site shipments will be handled through B&W Pantex

and WETL personnel will follow B&W Pantex procedures for all off-site shipments. WETL personnel will be responsible for ensuring that shipments comply with the requirements issued by the U.S. Department of Transportation and other appropriate agencies.

13. Explosive Safety Manual DOE M 440.1-1A (latest version)

Attachment 2

SERVICES TO BE PROVIDED BY PANTEX MANAGING AND OPERATING CONTRACTOR

The services and requirements the Pantex Managing and Operating Contractor will provide are as follows:

Facility and Equipment Services

1. Perform minor repairs and maintenance to building facilities when included and budgeted for in the Plant Work Authorization Directives
2. Supply Janitorial services at least twice a week.
3. Dispose of all waste generated in support of stockpile surveillance test activities and provide guidance for general disposal of waste
4. Provide Utilities for building operation
5. Provide Equipment calibration services for Sandia WETL test equipment
6. Provide maintenance on Sandia owned forklifts and hand-trucks
7. Provide advance notice of scheduled facility and utility outages
8. Fire Protection Engineering Support
9. Explosives safety, facility storage and citing planning

Administrative Support & Information Systems

1. Reproduction services for documents, etc.
2. Telephone and Mail service
3. Maintain Fiber Optic link between WETL and the Pantex M&O Contractor Communication Center for WETL access into the Sandia Secure Restricted Network
4. Access to the Pantex Unclassified Network
5. Access to the Pantex Classified Network
6. Provide TEMPEST Support
7. Provide Protected Transmission Systems Support
8. Provide Maintenance support of WETL's Secure Telephones and Cryptographic devices
9. Notification of scheduled system outages and maintenance for both telephone and classified and unclassified mainframe services

Human Resource Services

1. Training for Material Access Area access and related requirements
2. General Employee Training for a Sandia assigned WETL Facility Manager and other WETL personnel
3. Utilization of Pantex Employee Assistance Program (primarily for consistency under the HRP)

Safety & Health Services

1. Issue stop-work as required to prevent harm to personnel, damage to the facility or the environment.
2. ES&H and Industrial Hygiene support.
3. M&O ES&H (Industrial Safety & Industrial Hygiene) shall provide support services as necessary including:
 - a. Provide oversight and management assessments for all WETL activities
 - b. Provide SME support.

- c. Provide Safety Permits as necessary.
- d. Provide Work Place monitoring as necessary.
4. Medical Support: Annual physical examinations per DOE Orders (HRP and other surveillance exams as applicable), medical review and return-to-work assessments as required by DOE Orders (HRP and others), and emergency medical treatment as needed
5. Fire Protection response and support
6. The Radiation Safety Department (RSD) shall provide radiation support services as necessary including:
 - a. Provide radiological oversight and management assessments for all activities involving radioactive materials and radiation generating devices (RGD).
 - b. Reviewing and approving technical procedures used by Sandia personnel assigned to the WETL that govern work with radioactive materials or operating RGDs.
 - c. Issuing Radiation Work Permits (RWPs) when required.
 - d. Posting the high bay as a Controlled Area and establishing radioactive materials areas (RMAs) within the high bay depending upon WETL operations. Post areas within the high bay where decontamination activities take place as a contamination area.
 - e. Providing dosimetry and bioassay services Sandia personnel assigned to the WETL.
 - f. Issuing dose reports to Sandia personnel assigned to the WETL and Sandia Dosimetry Program.
 - g. Providing radiological training (GERT, RWT I, RWT II) to Sandia personnel assigned to the WETL.
 - h. Registering and controlling controlatrons and sealed radioactive sources used in the WETL in the Pantex Sealed Radioactive Source Program.
 - i. Registering the pulse forming network (i.e. electronic control cabinet) used to fire controlatrons as an RGD in the Pantex RGD database.
7. Emergency Management program support to include Continuity Program support as applicable
8. Plant Lessons Learned related to Safety
9. Plant awareness of general security alerts an concerns, e.g., preparation for inclement weather
10. Provide notifications in case of emergencies, i.e. plant weather-related closures, and emergency-related plant closures. The Pantex Plant's DSW Program Manager will be the Point of Contact responsible for providing detailed information to WETL personnel
11. Explosives Safety
12. M&O Explosives Safety shall provide support services as necessary including:
 - a. Providing oversight and management assessments for all WETL explosives operations.
 - b. Provide SME support.
 - c. Update Pantex Plant Explosives Safety Site Plan to address any changes in WETL explosives operations.

Safeguards and Security

1. General Security support
2. Security alarm maintenance and testing
3. Plant Lessons Learned related to security
4. Plant awareness of general security alerts and concerns to include both physical and cyber security

Manufacturing Services

1. Production Stores weapons test components
2. Shipping and receiving services
3. Support for effective transfer of surveillance test material and interface with the Pantex M&O Contractor MRP system to support surveillance testing.

Finance Services

1. Establish a charge code to manage the Sandia WETL ICO to track services provided by the Pantex M&O Contractor that require Sandia funds as identified in this MOA.
2. Provide the Sandia WETL Facility Manager a monthly statement identifying financial status and current balance.

Attachment 3

SERVICES TO BE PROVIDED UNDER AN INTEGRATED CONTRACTOR ORDER

The following listed services will only be provided to Sandia as they are funded in an Integrated Contractor Order (ICO) issued by Sandia. The listing of services is not all inclusive and the ICO may use general statement to allow a range of services to be orders by the Sandia WETL Facility Manager, only conditioned on the availability of sufficient funding within the ICO.

Facility and Equipment Services

1. Sandia requested building modifications/upgrades
2. Fabrication, modification, and repair of minor tooling and equipment
3. Office furniture
4. Government Services Administration (GSA) vehicle to include maintenance and fuel support for GSA vehicle and Kawasaki Mule (GSA vehicle mileage to be reported by Sandia)

Administrative Support & Information Systems

1. General Stores expendable supplies

Explosives Safety Support

1. The Pantex Managing and Operating Contractor will provide explosives safety support as identified in the ICO

Safeguards and Security

1. Extra services such as guard escorts for uncleared drivers