

DIRECTIVES CONTROL FORM - ORO FINAL DIRECTIVE

PART A (To be completed by the Division of Primary Interest (DPI))

1. **NUMBER AND TITLE OF DIRECTIVE:** **ORO O 440, Chapter VI, Change 3, RADIOLOGICAL PROTECTION FOR DOE ACTIVITIES**

2. **PURPOSE OF TRANSMITTAL:** New Directive Revised Directive

3. **THIS DOCUMENT MAY AFFECT THE WORK PERFORMED BY THE FOLLOWING CONTRACTORS:** (Check appropriate boxes)

No (all contractors)

Yes If yes, whom? Bechtel Jacobs Co. BWXT Y-12 ORAU UT-Battelle SURA

Other contractors (list by type) Contractors whose work involves use of personnel dosimeters (Weldon Springs, Portsmouth, and Paducah).

Many ORO contractors have approved S/RIDs or WSS sets that may affect applicability of contractor requirements from this directive. Applicability of contractor requirements must take into account the approved standards set for each particular contract.

4. **SIGNIFICANT PROVISIONS:** Are there any significant changes or impact?

No Yes If yes, describe: This ORO chapter is part of the ORO sunset review process. Changes to this chapter include editorial revisions to reflect (1) the deletion of DOE N 441.1, RADIOLOGICAL PROTECTION FOR DOE ACTIVITIES, in paragraphs 1 and 6b; (2) to update the correct name for the Assistant Manager for Environment, Safety, Health, and Emergency Management; (3) deletion of paragraph 4a(3) and (6-8); and (4) deletion of paragraphs 2 and 3 in the Contractor Requirements Document.

5. **CONTACT POINT:** Mike Henderson Operations Division, SE-31 576-0705
Name Organization Telephone

PART B (To be completed by the Directives Management Group (DMG)):

6. **FILING INSTRUCTIONS:**

<u>Remove</u>	<u>Dated</u>	<u>Insert</u>	<u>Dated</u>
ORO Control Form	04/09/1999	ORO Control Form	09/16/2002
ORO O 440, Chapter VI, Chg. 2, Pages VI-1 thru VI-4	04/09/1999	ORO O 440, Chapter VI, Chg. 3, Pages VI-1 thru VI-3	09/16/2002

ORO Directives are available on the ORO Directives Management Home Page at http://www.ornl.gov/doe_oro_dmg/oro_dir.htm. The ORO Directives will no longer be mailed in printed copy unless you do not have Internet capabilities.

7. **APPROVED FOR DISTRIBUTION IN ACCORDANCE WITH THE OFFICIAL DIRECTIVES DISTRIBUTION LIST:**

Original Signed By
Wayne H. Albaugh 09/16/2002
Signature: DMG Team Leader, AD-440 Date

INSTRUCTIONS TO ADDRESSEES: THIS FORM IS TO BE FILED WITH THE DIRECTIVE AND RETAINED

Rev. 01/30/2002

U.S. Department of Energy

Oak Ridge Operations

ORO O 440
Chapter VI
Change 3

DATE: 09/16/2002

SUBJECT: RADIOLOGICAL PROTECTION FOR DOE ACTIVITIES

1. PURPOSE. This chapter assigns responsibility and accountability and provides administrative and/or contractual guidance to Oak Ridge Operations (ORO) and its contractors. Nothing in this issuance changes any requirements contained in any Department of Energy (DOE) directive.
2. CANCELLATION. This chapter cancels and replaces ORO O 440, Chapter VI, Change 2, RADIOLOGICAL PROTECTION FOR DOE ACTIVITIES, dated April 9, 1999.
3. APPLICABILITY. The provisions of this chapter apply to ORO Principal Staff, management and operating contractors to the extent set forth in their contract, and other contractors as determined by the cognizant contracting officer.
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 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. Assistant Manager for Environment, Safety, Health, and Emergency Management (AMESH).
 - (1) Provides radiological control program support to line management, working with the Radiological Control Program Advisors of the affected DOE program offices.
 - (2) Maintains DOE-OR employee dosimetry records.
 - (3) Provides DOE employees with an annual report of their dose or upon their request, in accordance with requirements set forth in 10 CFR 835.801(a).
 - (4) Upon request, provides terminating DOE employees, within 90 days of the last day of employment, a report that summarizes their radiation dose for the total period of employment at ORO.

- (5) Reviews applications for accreditation for dosimetry programs and, after concurring, transmits to the cognizant Secretarial Officer for review and forwarding to the DOE Laboratory Accreditation Program (DOELAP) Performance Evaluation Program Administration for appropriate action.
 - (6) Reports to the Manager on status and operations of the radiological control programs in ORO.
 - (7) Using DOE health physicists provides radiological control program support.
 - (8) Provides for routine communications with the radiological control program advisers of the affected DOE program offices and counterparts at other sites.
- b. Contracting Officers/Contracting Officer's Representatives.
- (1) Implement the provisions of this chapter for activities for which they have direct or custodial responsibility.
 - (2) Provide information concerning accreditation received from the Administrator for the Laboratory Performance Evaluation Program to contractors, as applicable.
- c. Principal Staff ensures that employees receive appropriate radiological training and that they have the necessary radiological personnel monitoring (dosimeters/bioassay).
- d. DOE-OR Employees report special (nonoccupational) radiological exposures, such as medical diagnostics/therapeutic exposures, in writing to AMESH.
5. REQUIREMENTS AND PROCEDURES. None.
6. REFERENCES.
Title 10 CFR Part 835.801(a), Occupational Radiation Protection.
7. DEFINITIONS. None.
8. CONTRACTOR REQUIREMENTS DOCUMENT. See Contractor Requirements Document, Attachment 1 of this chapter.
9. ATTACHMENTS.
Attachment 1 - Contractor Requirements Document.

CONTRACTOR REQUIREMENTS DOCUMENT

Contractors identified in paragraph 3 of this chapter will accomplish the following, to the extent set forth in their contract and/or as determined by the cognizant contracting officer:

1. Complete and submit an application for a DOELAP performance evaluation through the Line Assistant Manager who must concur on the application.
2. Allow site assessors to examine all aspects of the program, including facilities, equipment, dosimeters, procedures, notebooks, records, reports, position descriptions, personnel qualifications, and training documentation.
3. Respond in writing within 45 days of receipt of the site assessment report to any recommendation. Responses should be sent to the DOELAP Performance Evaluation Program Administrator with the concurrence of the Line Assistant Manager. The response will include corrective action, as appropriate, and completion dates.
4. Within 60 days, identify and implement plans to make appropriate changes in equipment, procedures, and/or personnel to achieve a program capable of receiving accreditation in the event that accreditation is denied. Plans will have the concurrence of the Line Assistant Manager.
5. Apply and complete testing procedures and onsite assessment for reaccreditation before each 2-year anniversary of the initial accreditation.