

## **DOE 10 CFR 851 Implementation Guidance Team Roles and Responsibilities Summary**

### **Implementation Guidance Team**

The role of the Implementation Guidance Team (see attached figure) is to facilitate implementation of the Rule by generating and communicating implementation guidance across the DOE complex. This includes quickly resolving and communicating the resolution of issues. The Team is made up of designated DOE Project Managers and sub teams to address the technical, enforcement, and legal implementation aspects of the Rule. The Team will be convened through May 2007 at which time it will be disbanded. The Team's output will be strictly guidance and not create any new requirements. The Team's activities will in no way affect line management programmatic, contractual, and legal relationships. It is recognized by all parties that the responsibility for implementation of 10 CFR 851 rests solely with both DOE and contractor line organizations.

### **Executive Sponsor**

This individual is responsible for providing the necessary senior leadership to the Guidance Team for the development of DOE 10 CFR 851 implementation guidance. This individual serves as the senior management interface with the DOE Deputy Secretary and DOE Undersecretaries. This individual also serves as the senior DOE management interface with external organizations.

### **Project Managers**

These individuals serve as the liaisons with the Executive Sponsor and the DOE Clearing House. These individual are responsible to provide guidance, assistance, and coordination to the three sub-teams. The Project Managers are responsible to monitor the completion of the guidance deliverables. Lastly, the Projects Manager are responsible to ensure effective communications occur among all participants on the 851 Implementation Guidance Team.

### **Implementation Guidance Sub-teams**

The Implementation Guidance Sub-teams are Technical, Enforcement, and Legal. Each team is composed of a lead and participants designated by the appropriate DOE Office. The Leads are responsible for communicating and interfacing with the designated participants on the Teams. Responsibilities of the Teams include: serving as the single point of contact to develop implementation guidance, addressing and including implementation issues in the guidance, and developing and implementing mechanisms to effectively communicate the guidance as quickly as possible before the 10 CFR 851 compliance date in May 2007.

## **Communications**

Effective and timely communications by all Implementation Guidance Team participants is crucial to facilitate successful development of effective guidance for implementation of 10 CFR 851. This Role and Responsibilities Summary assists communications by depicting the structure and relationships of the participants.

**DOE 10 CFR 851 Implementation Team**

**Executive Sponsor**  
Russell Shearer

**Project Managers**  
Steve Cary  
Bill McArthur  
Steve Sohinki

**DOE Clearing House**  
NA Don Harvey      EM Charlie O'Dell  
SC Jay Larson      RW Gene Runkle  
NE John Serocki

**Technical Team**  
David Weitzman  
Jackie Rogers

**Enforcement Team**  
Phil Wilhelm  
Les Bermudez  
Howard Wilchins

**Legal Team**  
Bruce Diamond  
Robin Henderson

DOE Subject Matter Experts