

Nuclear Safety Research and Development Committee Charter

I. Purpose

The intent of the Nuclear Safety Research and Development (NSR&D) Committee is to identify nuclear safety research needs and opportunities within the Department of Energy (DOE) and National Nuclear Security Administration (NNSA) and their program offices. The Committee promotes communication and coordination among DOE and NNSA program offices to enhance synergy on NSR&D efforts that can benefit the Department. The Committee will foster and facilitate networking and information exchange on NSR&D needs and activities across DOE/NNSA programs and with external national and international organizations. The Committee should not be construed to have any authority to direct DOE and/or NNSA program funds.

II. Membership and Applicability

The Program Manager for the NSR&D Program within the Office of Nuclear Safety under the Office of Health, Safety and Security (HSS) will chair the Committee. The Committee will be comprised of DOE and NNSA offices indicated below, and each shall designate a primary member and a backup (members may represent multiple offices upon approval by the Committee):

- Program Manager, Nuclear Safety Research and Development Program, HSS
- Chief of Defense Nuclear Safety
- Chief of Nuclear Safety for Environmental Management
- Chief of Nuclear Safety for Science
- Chief of Nuclear Safety for Nuclear Energy
- Office of Science
- Office of Nuclear Energy
- Office of Environmental Management
- National Nuclear Security Administration

III. Mission

- Identify the portfolio of NSR&D activities already completed and/or ongoing through DOE and NNSA program offices, sites, and national laboratories.
- Assist the development of an NSR&D database that captures these activities in a manner that will facilitate sharing of information on these activities and results across the Department, consistent with DOE Order 241.1B, *Scientific and Technical Information Management*.

- Evaluate existing information gathering and exchange networks including utilization of NNSA NSR&D data gathering processes, program office networks, Facility Representatives, Nuclear Safety Specialists, Subject Matter Experts, Safety System Oversight personnel, facility managers, and various Energy Facility Contractors Group working groups.
- Update current process for assessing proposed NSR&D activities across DOE and NNSA Program Offices to support prioritization for potential funding.
- Review NSR&D proposals and coordinating activities that benefit multiple programs.

IV. Roles of the NSR&D Committee

A. NSR&D Committee Chair

- Organizes Committee meetings;
- Establishes, implements, and maintains the Committee mission, goals, and objectives;
- Monitors the work of the Committee to ensure that operations are consistent with the needs and requirements of the NSR&D Program;
- Coordinates input on program NSR&D activities for the NSR&D Program annual report;
- Prepares agendas and meeting minutes;
- Oversees the development and maintenance of the NSR&D database.

B. NSR&D Committee Vice-Chair

- Serves as Chairperson of the Committee in the absence of the Chair;
- Coordinates input on NSR&D program activities for the NSR&D Program annual report;
- Leads development of the annual Committee progress report;
- Ensures that actions of the Committee, upon approval, are implemented.

C. NSR&D Committee Members

- Provide solutions, ideas, and suggestions for complex-wide NSR&D activities, and obtain review and concurrence from the Central Technical Authorities¹;
- Provide a status on ongoing and completed NSR&D activities in their respective program(s);
- Communicate NSR&D program needs and prioritization to their respective Program Secretarial Officer;

¹ Memorandum from the Deputy Secretary to the Under Secretaries, dated March 13, 2012, Roles and Responsibilities for the Central Technical Authority, Chief Nuclear Safety/Chief Defense Nuclear Safety, and Chief Operating Officer.

- Communicate their respective program NSR&D needs and prioritization to the Committee on behalf of their respective Central Technical Authority;
- Assist in the development of an NSR&D database, including the collection of information and results;
- Assist in the development of a corporate process to identify NSR&D needs and gaps;
- Provide information on related NSR&D program activities for the annual report;
- Assist in the review of proposed research efforts and related results and provide feedback on the potential corporate value;
- Assist in the development and maintenance of the NSR&D Program Operating Plan;
- Work with program offices to help coordinate crosscutting planned research.

V. Administrative Procedures and Reporting

A. Meetings

- The NSR&D Committee will meet quarterly. Additional meetings will be held upon a majority vote by the Committee.
- Attendance or participation of the Chair and five members shall constitute a quorum of the Committee. Members who represent multiple offices shall have as many votes as offices they represent.
- The Committee should gain consensus on decisions involving prioritization, needs, or review of NSR&D proposals and results. When consensus is not attainable, a majority vote may be conducted verbally or via e-mail as long as a quorum has been met.
- Committee meetings are open; however, attendees that are not presenting to the Committee or providing information shall be limited to observing the meeting.

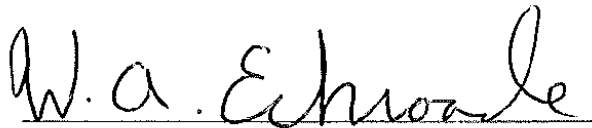
B. Reporting

- The NSR&D Committee will prepare an annual progress report on all Committee activities.
- Meeting minutes will document decisions made by the Committee.

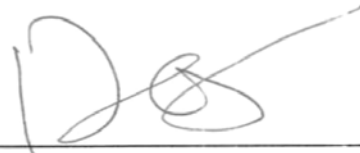
VI. Review

The Committee shall review the charter annually, in conjunction with the NSR&D Program Operating Plan, for update and/or modifications.

VII. Approval



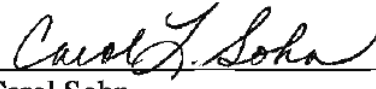
William A. Eckroade
Principal Deputy Chief for Mission
Support Operations
Office of Health, Safety and Security



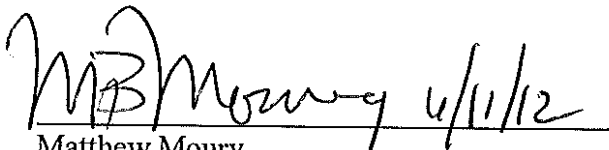
Dae Y. Chung
Principal Deputy Chief for Nuclear Safety
Technical Matters
Office of Health, Safety and Security



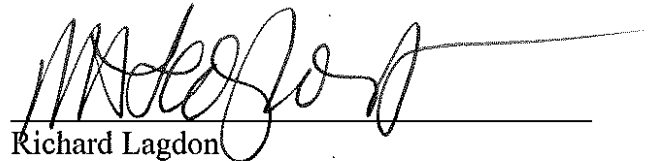
Joseph McBrearty
Deputy Director for Field Operations
Office of Science



Carol Sohn
Chief of Nuclear Safety
Office of Science



Matthew Moury
Deputy Assistant Secretary for Safety,
Security, & Quality Programs
Office of Environmental Management



Richard Lagdon
Chief of Nuclear Safety
Office of Environmental Management



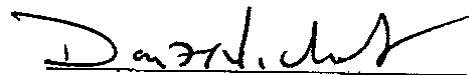
Dennis Miotla
Deputy Assistant Secretary for Nuclear
Facility Operations
Office of Nuclear Energy



Raymond Furstenau
Chief of Nuclear Safety
Office of Nuclear Energy



James McConnell
Assistant Deputy Administrator for Nuclear
Safety, Nuclear Operations, and
Governance Reform
National Nuclear Security Administration



Don Nichols
Chief of Defense Nuclear Safety
National Nuclear Security Administration