

# PA TRAINING







## Who's Who

Author/Preparing Activity (PA)—Provides original and updated document versions for review. Responds to comments provided in RevCom (190 including PA Alternates)

**Technical Standards Manager (TSM)** – Assigns reviewers (SMEs) and Delegates; submits the comment package that represents the organization's official position through the review, edit and consolidation of local comments and submit request responses. (80)

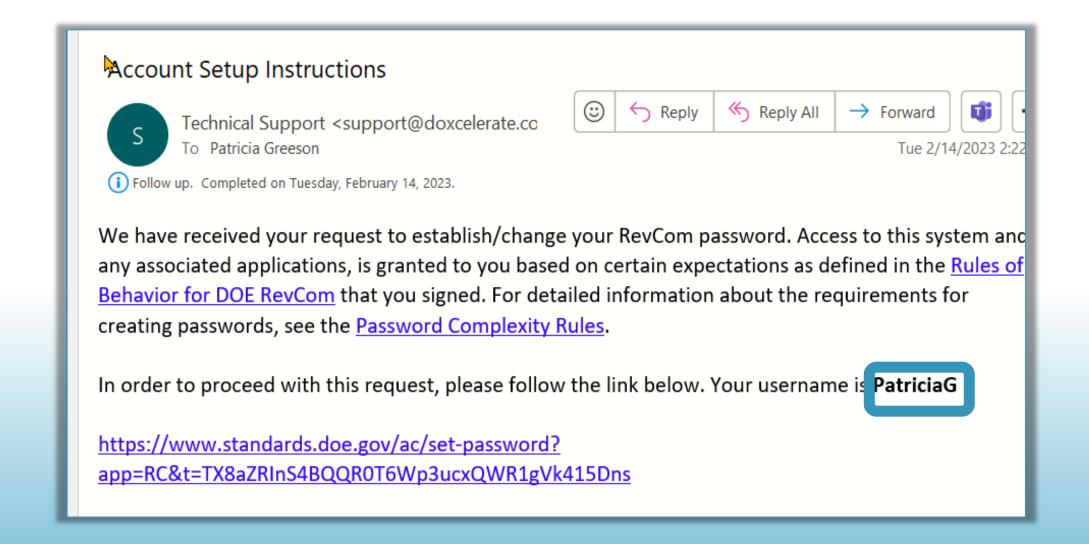
**Alternate** – Serves as backup to the Approval Coordinator; submits the official position of the organization through the review, edit and consolidation of local comments and data request responses. Assigns reviewers and Delegates.(90)

**Subject Matter Expert** (SME)–Reviews a document and enters applicable comments and/or explicit data request responses in RevCom.

# Password Setup and Creating Teams

You can have more than one author





## RevCom Processing for Technical Standards Four Phases



- Project Justification Statement (PJS) 15 business days
- Review and Response -- 90 days; 60, Review; 30, Response
- Response Negotiation 30 days
- Concurrence 10 business days

## Notification



The following RevCom activity is open:

Activity: All TSMs Review and Response

Document: DEMO-STD-2023, RevCom Training Subject Area(s): Management/Administration

Submissions due to you `05/10/2923 Resolution Due Date 06/10/2023

\*\*\*\*\*\*\*\*\*\*\*\*\*\*

Reviewers receive the following information:

This is a training document. No action requested

\*\*\*\*\*\*\*\*\*\*\*\*

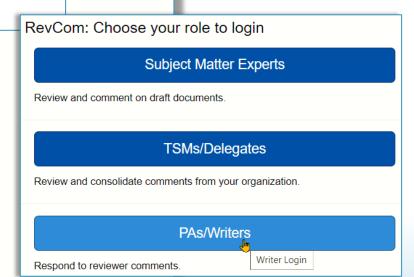
This email is generated by the RevCom system.

Contact RevCom Technical support by email at <a href="mailto:support@doxcelerate.com">support@doxcelerate.com</a>.

DOE Technical Standards RevCom Support 505-663-1302. To log in to RevCom for Technical Standards,

go to URL <a href="https://www.standards.doe.gov/login.jsp">https://www.standards.doe.gov/login.jsp</a>. Find user guides and FAQs here:

https://support.doxcelerate.com/doe-technical-standards/revcom

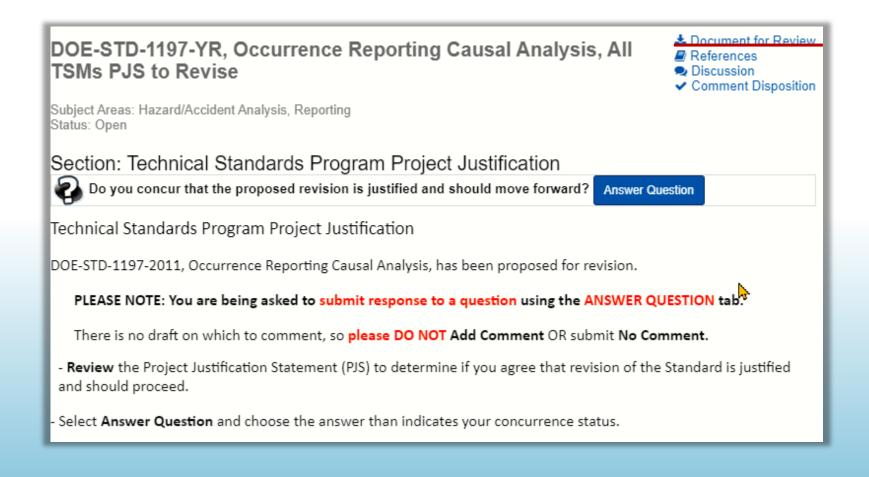


## Project Justification Statement (PJS) (15 business days)

Defines the purpose for the project and basic content of the Standard.



Users are to answer a question re concurrence with the proposed project PJS Concurrence response from the six major programs is required before the PA can post the draft for review. They are **EH, EM, NE, NA, SC, MA** 



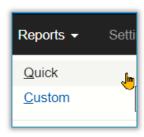
# Reviewer Response

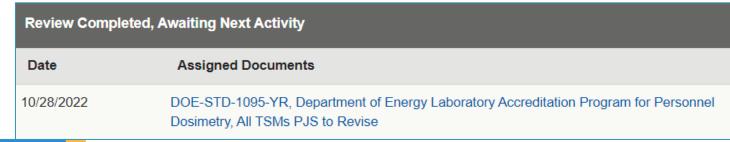


Section: Technican Standards Program Project Justification  Do you concur that the proposed revision is justified and should move forward?  Answer Question	
Answer the Question: Do you concur that the proposed revision is justified and should move forward?  Yes, I concur.  No, I do not concur. Explanation is in the Notes box.  The Standard does not apply to my organization Notes:  Save Answer  Cancel	

## Your Document — PJS Report In the Reports menu, select Quick









Responses to the questions listed by organization. Technical Standards Program Project Justification Question: Do you concur that the proposed revision is justified and should move forward? Coordinator Organization No, I do not concur. The Standard does Yes, I Justification is in not apply to my concur the Notes box. organization. DSPENCER Berkeley Site Office Pantex-TSM CNS-Pantex BBlake-EA DOE-EA - Enterprise Assessment AU-TSM DOE-EH - Office of Environment, Health, Safety and Security DOE-EM - Office of RKhan-EM Environmental Management

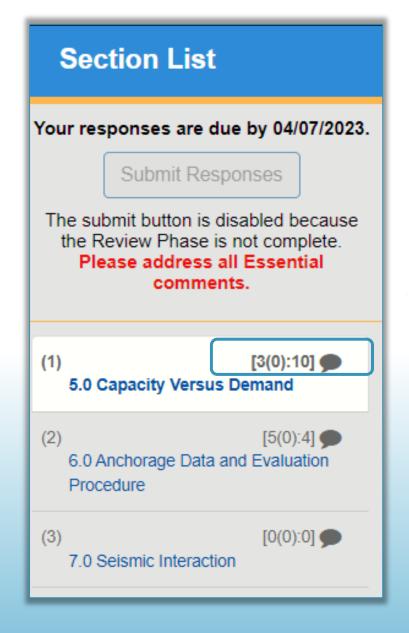
## Your Review and Respons---Document. Only your document is displayed



Active List	Pending Final							
Open for Comment								
With Resolution Phase								
Date	Assigned Documents							
No Resolutio	on Phase							
Date	Assigned Documents							
Comment Resolution								
Date	Assigned Documents							
04/07/2023	DOE-HDBK-1545-YR, Seismic Evaluation Procedure for Equipment in U.S. Department of Energia Facilities, Parts I - V, All TSMs Review and Response, Part V							
04/07/2023	DOE-HDBK-1545-YR, Seismic Evaluation Procedure for Equipment in U.S. Department of Energia Facilities, Parts I - V, All TSMs Review and Response, Part IV							
04/07/2023	DOE-HDBK-1545-YR, Seismic Evaluation Procedure for Equipment in U.S. Department of Energia Facilities, Parts I - V, All TSMs Review and Response, Part III							
04/07/2023	DOE-HDBK-1545-YR, Seismic Evaluation Procedure for Equipment in U.S. Department of Energy Facilities, Parts I - V, All TSMs Review and Response, Part II							
04/07/2023	DOE-HDBK-1545-YR, Seismic Evaluation Procedure for Equipment in U.S. Department of Energia Facilities, Parts I - V, All TSMs Review and Response, Part I							

## Review and Response (60 days for review; 30 for response). Section comment count





[3(0):10] You have 3 Essential Comments 0 Responses 10 Suggested

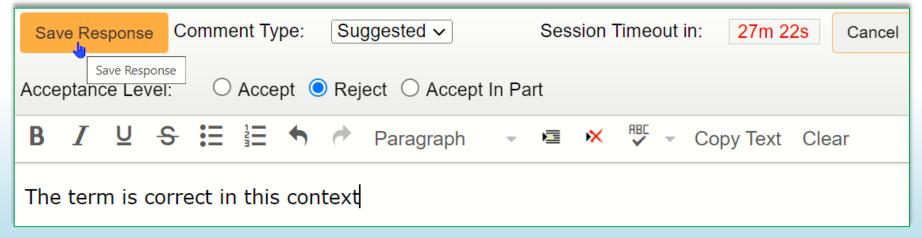
You cannot submit your response package until you have responded to all Essential Comments

TS requires response to all comments.

## Comment Response







# Your Responses



Edit Response

This **Suggested Comment:** was sent by

SME diane@doxcelerate.com on: 03/07/2023 13:35:48

The term is subject matter expert

Response: **Accept** by Patricia Greeson (DoxPA) for Doxcelerate 1-4-1 Technical Support

Edit Response

This **Essential Comment:** was sent by

1-4-1

SME jmcdonald@doxcelerate.com on: 03/07/2023 13:47:01

PA needs to run spell check to find and correct errors.

Change DEFINATINS to DEFINATIONS

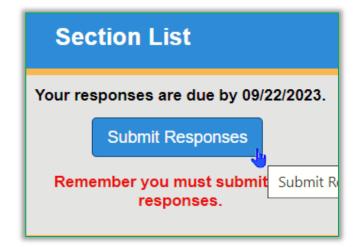
Response: **Accept** by Patricia Greeson (DoxPA) for Doxcelerate 2-Technical Support

2-1-1

2-1-1

## Submit Respnses





# DEMO-STD-2023, RevCom Training, All TSMs Review and Response

Your responses are due by 09/22/2023.

Once you submit the package:

- · You may review the content of your package through the Reports option.
- · You'll have the option to notify the receiver(s) and others.

Submit Package

After the package is submitted, click the Notify button to send email notifications.



## Response Negotiation



# DOE-STD-1239-YR, Chemical Safety Management, All TSMs Response Negotiation

Discussion

Comment Disposition

Subject Areas: Chemistry/Chemicals

Status: Open

Section: RESPONSE NEGOTIATION Draft DOE-STD-1239-YR

#### RESPONSE NEGOTIATION

THIS IS NOT AN OPPORTUNITY TO COMMENT ON THE DRAFT. +

If you find issues or have questions -

Please contact the PA April Brown (EH-11) at April.Brown@hq.doe.gov; 301-903-0370

For an effective Response Negotiation process, TSMs should assign this activity to Delegates and SMEs who have commented on the draft. .



Review the Comment Response Report (in References) and the Redline (Document for Review).

The **Comment Disposition Report shows** how your comments were processed in submission and addressed during Review and Response. In the open document, select Reports-> Comment

### **Document References**



DOE-HDBK-1235-YR, Entity Eligibility Determinations (EED) and Foreign Ownership, Control, or Influence (FOCI) (formerly DOE Facility Security Clearance and Foreign Ownership, Control, or Influence Handbook) (Open)

- PJS to Develop DOE-HDBK-XXXX-YR
   The proposal to develop the handbook
- Draft DOE-HDBK-XXXX-YR 12-4-19
   The draft for review
- Comment Response 3-17-20
   Author responds to reviewer comments
- Draft DOE-HDBK-XXXX (FOCI) Redline 3-17-20
   Markup showing changes in response to reviewer comments
- Draft DOE-HDBK-XXXX (FOCI) Clean 3-17-20
   The clean draft with changes accepted
- Draft DOE-HDBK-XXXX (FOCI) Redline 4-21-20
   Markup showing revisions to the draft in response to reviewer comments
- Draft DOE-HDBK-XXXX (FOCI) Clean 4-21-20
   The draft with all changes accepted for concurrence

## Redline/Strikeout (Document for Review

- Cognizance. The area over which a CSA has operational oversight. Normally, a statute or executive order establishes a CSA's cognizance over certain types of information, programs, or non-CSA agencies, although CSAs may also have cognizance through an agreement with another CSA or non-CSA agency or an entity. A Cognizant Security Agency (CSA) may have cognizance over a particular type(s) of classified information based on specific authorities (such as those listed in 32 CFR §2004.1(c)), and a CSA may have cognizance over certain agencies or cross-agency programs (such as DoD's cognizance over non-CSA agencies as the Executive Agent for National Industrial Security Program (NISP), or Office of the Director of National Intelligence's (ODNI) ODNI's oversight (if applicable) of all intelligence community elements within the executive branch). Entities fall under a CSA's cognizance when they enter or compete to enter contracts or agreements to access classified information under the CSA's cognizance, including when they enter or compete to enter such contracts or agreements with a non-CSA agency or another entity under the CSA's cognizance.
- <u>Cognizant Security Agency (CSA)</u>. The agencies E.O. 12829, *National Industrial Security Program* (NISP), sec. 202, designates as having NISP implementation and security responsibilities for their own agencies (including component agencies) and any entities and non-CSA agencies under their cognizance. The CSAs are: Department of Defense (DoD); Department of Energy (DOE); Nuclear Regulatory Commission (NRC); Office of the Director of National Intelligence (ODNI); and Department of Homeland Security (DHS).
- <u>Cognizant Security Oeffice (CSO)</u>. An organizational unit to which the head of a CSA delegates authority to administer industrial security services on behalf of the CSA.
- <u>Consultant.</u> An individual under contract to provide professional or technical assistance to <u>DOE</u> or an entity in a capacity requiring access to classified information or other <u>DOE</u> assets.
- Classified Critical Infrastructure Protection Program (CCIPP). The DHS program that executes the classified infrastructure protection program designated by E.O. 13691, "Promoting Private Sector Cybersecurity Information Sharing." The Government uses this program to share classified cybersecurity related information with employees of private sector entities that own or operate critical infrastructure. Critical infrastructure refers to systems and assets, whether physical or virtual, so vital to the United States that incapacitating or destroying such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination thereof.



## Comment Response Report



#### Included comments:

#### SME safong@npo.doe.gov

(1-1-5) SME safong@npo.doe.gov

This standard is being invoked as required by DOE O 426.2A . Is DOE O 426.2A being issued soon? NPO currently uses DOE Chg 1 (7-29-2013) in overseeing the contractor's implementation of its training program. It is difficult to review this standard to if it aligns with a document that has not been issued.

#### SME millard5@llnl.gov

(1-1-2) SME millard5@llnl.gov

This new DOE-STD-1070-YR refers to DOE Order 426.2A which went through Revcomm in 2020 and is now on the pending list. appears to rely on DOE O 426.2A being released and attached to M&O contracts prior to or simultaneously with DOE-STD-107-- Please elaborate on the timeline for both documents. Also, please confirm it to be true that this standard cannot go into effect unless and until DOE 426.2A is in effect.

Essential comment from Rosalie Brown for DOE-SC -Office of Science

#### Included comments:

#### SME nancy.hui@science.doe.gov

(1-1-4) SME nancy.hui@science.doe.gov

#### Tesue

Incorrect reference was used

Proposed new wording:

- The draft DOE 0 426.2A uses "must evaluate and approve" phrase. However, the draft DOE-STD-1070-20XX uses "are required" phrase. Should this standard be used the same phrase?
- 2. Incorrect DOE O were used:
  - DOE O 206.1, Department of Energy Privacy Program
     DOE O 226.1B, Implementation of Department of Energy Oversight Policy

Suggested comment from Rosalie Brown for DOE-SC -Office of Science

#### Included comments:

#### SME David.Thrasher@science.doe.gov

(1-1-9) SME David.Thrasher@science.doe.gov

Recommend spelling out "NNSA" for clarity.

## Concurrence — Reviewers answer the question



#### Section: CONCURRENCE REVIEW DOE-STD-1234-YR

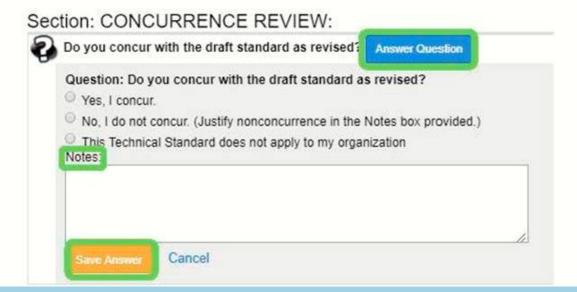
CONCURRENCE REVIEW

#### THIS IS NOT AN OPPORTUNITY TO COMMENT ON THE DRAFT

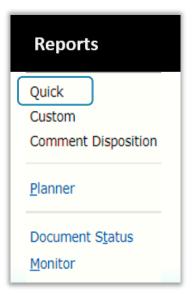
- Review the Redlined Document for Review (upper right) to determine if you concur with the draft as revised.
- Select Answer Question and choose the answer than indicates your concurrence status.
- If you do not concur enter an explanation in the Notes box provided.

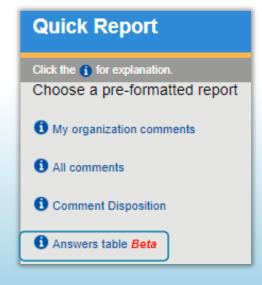
DO NOT use the Add Comment button for additional comments. This information will not be considered part of

-



Reports – PJS/Concurrence/Reaffirmation/Cancellation Finding responses to the question





forward?

DOE-BPA - Bonneville Power

DOE-DR, Mark Do

Catherine Williams

Administration, Harold Grappe

DOE-EERE - Office of Energy

Efficiency and Renewable Energy,

DOE-EH - Office of Environment, Health, Safety and Security, Jeffrey Feit DOE-EM - Office of Environmental

Management, Rick Khan

Hamilton

Fujiyoshi

Golden Field Office, Jennifer Appleton

Carlsbad Field Office, Richard Farrell

Waste Isolation Pilot Project

(WIPP) - TSP, AC for WIPP

DOE-Oak Ridge Office-EM, Jenni

DOE/SRO - Savannah River Operations, Brent Gutierrez

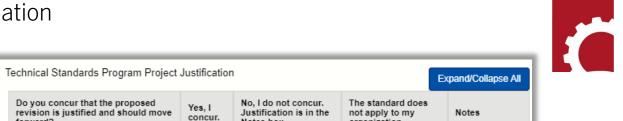
UCOR (URS | CH2M ), Darrell

SRNS-EM - Savannah River Nuclear Solutions, Thomas

Centerra, Stephen Fuchs

Savannah River Mission Completion (SRMC), formerly

SRR, Brian Trawinski DOE/WVDP - West Valley Demonstration Project, Amanda No response

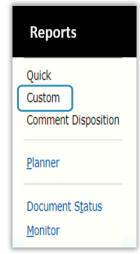


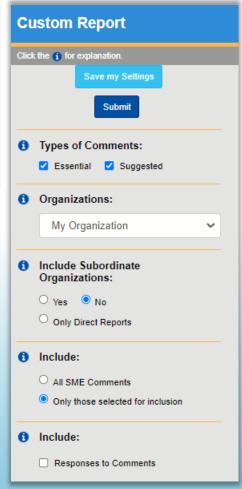
organization.



## Reports—Comment Response







### Suggested comment from Gladys Udenta for DOE-NA - NNSA Included comments: SME safong@npo.doe.gov (1-1-5) SME safong@npo.doe.gov This standard is being invoked as required by DOE O 426.2A. Is DOE O 426.2A being issued soon? NPO currently uses DO€ 426 Chg 1 (7-29-2013) in overseeing the contractor's implementation of its training program. It is difficult to review this standard to if it aligns with a document that has not been issued. SME millard5@llnl.gov (1-1-2) SME millard5@llnl.gov This new DOE-STD-1070-YR refers to DOE Order 426.2A which went through Revcomm in 2020 and is now on the pending list. appears to rely on DOE O 426.2A being released and attached to M&O contracts prior to or simultaneously with DOE-STD-107--Please elaborate on the timeline for both documents. Also, please confirm it to be true that this standard cannot go into effect unless and until DOF 426.2A is in effect. Essential comment from Rosalie Brown for DOE-SC -Office of Science Included comments: SME nancy.hui@science.doe.gov (1-1-4) SME nancy.hui@science.doe.gov Incorrect reference was used Proposed new wording: 1. The draft DOE O 426.2A uses "must evaluate and approve" phrase. However, the draft DOE-STD-1070-20XX uses "are required" phrase. Should this standard be used the same phrase? 2. Incorrect DOE O were used: • DOE O 206.1, Department of Energy Privacy Program DOE O 226.1B, Implementation of Department of Energy Oversight Policy Suggested comment from Rosalie Brown for DOE-SC -Office of Science Included comments: SME David.Thrasher@science.doe.gov (1-1-9) SME David.Thrasher@science.doe.gov

Recommend spelling out "NNSA" for clarity.

Reports—Monitor Select a document



## Reports

Quick

Custom
Comment Disposition

<u>M</u>onitor

A DOE-GC - General Counsel	11/21/2022	X Not Submitted		070	070
TOOE-NA - NNSA	11/22/2022	<b>✓</b> Submitted	11/08/2022	21 / 31	0/4
Livermore Site Office	11/14/2022	<b>✓</b> Submitted	10/13/2022	16 / 14	0 / 1
Lawrence Livermore National Security	11/07/2022	<b>✓</b> Submitted	09/27/2022	16 / 13	16 / 13
Nevada Field Office	11/21/2022	<b>✓</b> Submitted	11/21/2022	21 / 1	0 / 0
Mission Support and Test Services (MSTS)	11/21/2022	<b>✓</b> Submitted	11/21/2022	90 / 14	90 / 15
▲ Nevada National Security Site - Longenecker & Associates	11/07/2022	➤ Not Submitted		0/0	0 / 0
NNSA Production Office	11/14/2022	<b>✓</b> Submitted	09/29/2022	0 / 4	1 / 8
CNS-Pantex	11/07/2022	<b>✓</b> Submitted	10/04/2022	0 / 4	0 / 0
CNS Y-12 TSP	11/07/2022	<b>✓</b> Submitted	10/04/2022	1 / 4	0/3
▲ Sandia Site Office	11/14/2022	<b>X</b> Not		0/0	0 / 0

# Reports – Comment Disposition



## Reports

Quick

Custom

Comment Disposition

Planner

Document Status

Monitor

Questions?

Author Response: Sent by Susan Leary on 11/14/2022 08:38:56 Accept In Part Appendix F changed to Appendix E Included. Package Sent 09/19/2022 by Rick Khan from DOE-EM - Office of Environmental Management

Included. Package Sent 09/07/2022 by Jenni Hamilton from DOE-Oak Ridge Office-EM

Included. Package Sent 09/01/2022 by Kevin.levy@orem.doe.gov from DOE-Oak Ridge Office-EM

Major Comment by Kevin.levy@orem.doe.gov (SME) on 09/01/2022 11:07:03

In Section 7.1.3.1 It is unclear from this statement whether Appendix B and F provide guidance that is meant to be applied in addition to normal requirements or in lieu of them. As written, it provides additional requirements and provides no exemption from normal requirements, which does not appear to be the intent and is impractical for demolition operations.

Proposed new wording:

In Section 7.1.3.1 It is unclear from this statement whether Appendix B and F provide guidance that is meant to be applied in addition to normal requirements or in lieu of them. As written, it provides additional requirements and provides no exemption from normal requirements, which does not appear to be the intent and is impractical for demolition operations.

Author Response: Accept

Sent by Susan Leary on 11/14/2022 08:39:13 Section revised

Included. Package Sent 09/19/2022 by Rick Khan from DOE-EM - Office of Environmental Management

Included. Package Sent 09/07/2022 by Jenni Hamilton from DOE-Oak Ridge Office-EM

↑ Included. Package Sent 09/01/2022 by Kevin.levy@orem.doe.gov from DOE-Oak Ridge Office-EM

Major Comment by Kevin.levy@orem.doe.gov (SME) on 09/01/2022 11:08:19

8-3-6

8-3-5

In Section 7.1.3.1 The text as written requires that a TFHA be developed for any transitional (i.e. non-operational) DOE facility, in addition to all the non-transitional requirements. This section should clearly state that TFHAas are required in lieu of the FHAas and Facility Assessments otherwise required of transitional facilities. Proposed new wording:

In Section 7.1.3.1 The text as written requires that a TFHA be developed for any transitional (i.e. non-operational) DOE facility, in addition to all the non-transitional requirements. This section should clearly state that TFHA's are required in lieu of the FHA's and Facility Assessments otherwise required of transitional facilities.



## Final Notes

- You do not have to complete processing in one sitting, BUT
  - If you are interrupted SAVE YOUR WORK. (If you are inactive for an extended period, the system will time out, and incomplete responses will be erased)
  - You can login later and completed the response saved earlier
- DO NOT waste time wrestling with RevCom. For RevCom questions, save to your address book <u>support@doxcelerate.com</u>. Several receive those emails and will respond.
- For questions about the Technical Standards Program, save to your email addresses <a href="mailto:Jeffrey.Feit@hq.doe.gov">Jeffrey.Feit@hq.doe.gov</a>; <a href="mailto:Kathy.Knight@hq.doe.gov">Kathy.Knight@hq.doe.gov</a>.