

**Safeguards and Security Functional Area Standard  
DOE-STD-1171-2009**

**Project Justification Statement**

**1. Organization Name/Code:**

*Office of Enterprise Assessments (EA), National Training Center (EA-50, NTC)*

**2. Author's Name and Signature (Contact Information: Phone, e-mail):**

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**3. Senior Line Manager's Name and Signature (First SES-level manager above the author):**

*Karen Boardman, Director, National Training Center, EA-50*

**4. How will this new or proposed revision to the DOE Technical Standard support the DOE?**

The function of and duties of a Safeguards and Security (S&S) Specialist are well established in the Department with specific responsibilities across several topical areas outlined in DOE Order 470.4B Chg. 2, *Safeguards and Security Program*. To ensure personnel have a standard level of competency to perform as S&S specialists, the Department initially developed the S&S Functional Area Qualification Standard (FAQS) that defines the competencies needed for the position. A recent revision to the DOE O 426.1A, *Federal Technical Capabilities*, requires changes in the format and content of Functional Area Qualification Standards (FAQS) that document the knowledge, skills, and abilities, including any related tasks that personnel assigned a given FAQS must obtain. The FTCP Panel identified a list of ten (10) FAQS that would be retained and converted on a priority basis to the new FAQ performance competency format. Two FAQS have been converted to the new Performance Competency Format (Nuclear Safety Specialist and General Technical Base) and the STSM FAQS is currently being revised to the new format. The next highest priority for converting and updating is the S&S FAQS (DOE STD -1171-2009) since having highly qualified personnel providing oversight of the security performance across various DOE missions is essential to continued success of the DOE enterprise. Further, the current standard is 9 years old and it is vital that new personnel assigned roles in the S&S area have a current and fully integrated training and qualification program.

The process for converting the FAQS to the new performance competency format is extensive but results in a fully integrated training and qualification program. It includes a completing a job/functional area analysis to identify key tasks and related knowledge and

skills needed to perform these tasks. These are then converted to Performance Competencies and any mandatory performance competencies. During this process, initial and continuing training needed to support qualification are identified, and training courses are developed and/or revised. Using this systematic process results in an integrated qualification and training program for the S&S specialists that will ensure personnel assigned these positions have the competencies needed to effectively perform their unique duties and responsibilities. Updating the S&S FAQs to the new performance competency format with the associated updates to the S&S training program will improve the efficiency of the overall qualification program for these key personnel within the Department and help ensure the highest level of security performance across the Department's highly varied and important missions.

**Recommended change to current DOE STD-1171-2009.**

The DOE STD-1171-2009 has not been updated in eight years. Since that time, several DOE S&S Directives have been revised and all DOE Manuals have been archived. Additionally, the current DOE-STD-1171-2009 is focused on compliance-based competencies. The revision will be updated to performance-related competencies to ensure consistent training and qualification of S&S personnel in the DOE Technical Qualification Program (TQP).

To ensure the correct path forward in revising DOE-STD-1171, the National Training Center (NTC) has initiated Job Analyses (JA) for all S&S functional areas. The goal of the JA is to align current DOE S&S Directives with training. Each functional area requirement is interpreted and converted into a task. Those tasks are vetted by Subject Matter Experts (SMEs) during the JA and then compared to current NTC training objectives to validate the requirements, and therefore the tasks, are being trained. Any identified gaps in training will be addressed by the NTC during course revisions and/or new course development.

The completed Safeguards and Security JAs will allow for the NTC to revise DOE-STD-1171-2009 with a performance-based approach.

The Federal Technical Capability Panel (FTCP), DOE Chief Security Officers (CSOs) and the S&S FAQs Steering Committee endorse the performance-based approach. The approach will improve the training and qualification of S&S personnel in the TQP.

**5. After conducting a search for non-government Voluntary Consensus Standards what possible standards were considered in lieu of developing or revising the subject DOE Technical Standard?**

No Voluntary Consensus Standard addresses qualification of personnel as DOE S&S Specialists. The S&S FAQs is a qualification standard that is uniquely tied to the job analysis for this position which is unique to the DOE. Order 426.1A requires the FAQs to be developed and maintained using the DOE Technical Standards Program (TSP) since the TSP allows for formal review and comment using the REVCOM system. However, the

FAQS is not a true Technical consensus standard. It is a qualification standard linked to a training program developed using the systematic approach to training. As a result, there are not any similar or applicable VCS for this FAQS.

**6. Provide Reasoning for not using potentially applicable non-government Voluntary Consensus Standards.**

As stated in question #5, there are not directly applicable VCSs for the S&S FAQS.

**7. Will this new or proposed revision to the DOE Technical Standard have an impact on any DOE Directives or a Rule? If so, please list the impacted directive(s) or Rule(s).**

This FAQS does not have any direct impact on any DOE Directive. This FAQS and the supporting Safeguards and Security training program support the requirements of DOE Order 426.1A Federal Technical Capability, and DOE Order 470.4B Chg. 2, *Safeguards and Security Program*. These Orders do not contain references to this proposed revision to DOE-STD-1171, so revising the FAQS will not require any changes to either Order.

**8. Provide reasoning for selecting document types (DOE Standard, DOE Handbook, DOE Specification). Please refer to DOE Order 252.1A, Technical Standards Program, Appendix A, Technical Standard Document Types, located below:**

<https://www.directives.doe.gov/directives/o252.1-border-a/view>

**Note: DOE Handbooks must not include requirements statements (“shall” statements).**

DOE O 426.1A, *Federal Technical Capability*, requires that functional area qualification standards are developed and issued using the DOE Technical Standards program. Therefore, including this as a Functional Area Qualification Standard with the DOE Technical Standards Program is the appropriate document type for this FAQS. As noted in question #5, the FAQS is not a true Technical consensus standard. It is a qualification standard linked to a training program developed using the systematic approach to training. To recognize this distinction, a separate document type of “FAQS” within the technical standards program has been identified for this and all FAQS developed as part of the Technical Qualification Program.