



BATTELLE Project Management Division

Engineering
Functional Area Procedure

Title

Classification of Engineering Projects

Procedure Number

ENG-02

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Revision Number

0

Date Issued

11/83

Approval

Prepared by

JA Carr

Date

11-2-83

1.0 Purpose

The purpose of this procedure is to prescribe methods whereby the activities performed by ONWI Engineering Departments are classified according to their complexity or significance to the ONWI project.

2.0 Scope

This procedure shall apply to all engineering, analysis, interface, and management activities conducted by the ONWI Engineering staff.

3.0 References and Definitions

3.1 References

- 3.1.1 10 CFR 60 Disposal of High Level Radioactive Wastes in Geologic Repositories
- 3.1.2 ONWI Quality Assurance Manual.
- 3.1.3 ENG-06 Management of Major Projects (To be issued at later date)
- 3.1.4 ANSI/ASME NQA-1-1979 and Addenda

3.2 Definitions

- 3.2.1 Shall - Denotes a mandatory action.
- 3.2.2 Should - Denotes a desired, expected, but permissible or optional requirement of action.

4.0 Responsibilities

- 4.1 The Engineering Functional Manager (EFM) shall be solely responsible for implementing this procedure. The EFM shall consult with Engineering Department Managers in this regard.
- 4.2 Where implementation of this procedure is affected by the applicability of Reference 3.1.1, the EFM shall consult with the BPMD Quality Assurance Manager, the Legal Department, and the ONWI Licensing Manager.

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5.0 Procedure

5.1 All activities conducted or managed by the Engineering Staff shall fall into one of two classifications: projects and major projects.

5.1.1 Activities shall be classified as projects unless they are classed as major projects by Engineering management.

5.1.2 Activities classified as projects shall be managed in accordance with existing Engineering Procedures contained in the Engineering Functional Area Procedures Manual.

5.1.3 Activities shall be classified as major projects on the basis of one or more of the following characteristics:

- The involvement of an architect-engineer under prime contract to DOE.
- The involvement of a construction-manager under prime contract to DOE.
- Directly concerned with the development and testing of systems important to safety and/or Waste Isolation defined in References 3.1.1 and 3.1.2 .
- Sufficient complexity, cost, or significance to the ONWI program to justify such a classification.

5.1.4 Activities classified as major projects shall be managed in accordance with procedure ENG-06, Management of Major Projects.

5.2 The Engineering Functional Manager shall formally designate in writing each project classified as major. A sample designation appears as Exhibit 1.

5.2.1 The designation letter shall be retained in the project's records.

5.2.2 Designation as a major project shall not be a surrogate for QA level designation (Reference 3.1.2), but shall instead be an internal management device within Engineering.

5.2.3 Currently designated major projects are listed in Exhibit 2.

5.3 The determination of an activity's classification should be made prior to inception of the activity.

5.3.1 In the event classification occurs after project inception, the classification shall not be retroactive, but shall be in force as of the date of the classification notice.

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5.4 Activities classified as major projects shall remain so until their completion.

6.0 Exhibits

6.1 Exhibit 1 Sample Major Project Designation Letter

6.2 Exhibit 2 Currently Designated Major Projects

Exhibit 1



BATTELLE Project Management Division

Date September 21, 1983

To Distribution

From S. C. Matthews

Subject Major Project Designation

Project Number _____

Internal Distribution

ONWI General Manager
ONWI Functional Manager
BPMD Department Managers
Engineering Dept. Managers
ERC
Designated Project Manager

Effective _____, 198__, Engineering's activities associated with _____ are classified as a major project within Engineering. ENG-xx procedures developed for management of major projects will henceforth be applied to this activity. _____ is hereby designated as Project Manager.

This designation is justified on the basis of: _____

The scope of this designation includes _____

but does not cover _____

Understood and Accepted: _____
(Designated Project Manager)

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Exhibit 2

Currently Designated Major Projects

Project Title

1. Repository Conceptual Design
2. Exploratory Shaft Design
3. Exploratory Shaft Construction