



UNITED STATES DEPARTMENT OF COMMERCE  
National Institute of Standards and Technology  
Gaithersburg, Maryland 20899-  
OFFICE OF THE DIRECTOR

U.S. Nuclear Regulatory Commission  
Document Control Desk  
Washington, D.C. 20555

Subject: Letter of Intent  
Docket No. 50-184

**STATEMENT OF INTENT**

As Deputy Director of the National Institute of Standards and Technology (NIST), a Federal Government organization, I exercise express authority and responsibility to request as necessary from the U.S. Congress through the Department of Commerce and the Office of Management and Budget, external and NIST direct cost funds for decommissioning activities associated with operations authorized by U.S. Nuclear Regulatory Commission License No. TR-5. This authority is established by 31 U.S.C. sections, 1105 and 1108, Department of Commerce Administrative Order 203-1, and NIST Administrative Manual Subchapter 8.03. Within this authority, I intend to request that funds be made available when necessary to decommission the NIST Center for Neutron Research Reactor under the TR-5 License located on the NIST campus at 100 Bureau Drive, Gaithersburg, Maryland. I would request and seek to obtain these funds as sufficiently in advance of decommissioning as possible to prevent delay of required activities. A copy of Department of Commerce Organizational Order 30-2B is enclosed as evidence that I am authorized to represent the National Institute of Standards and Technology in this transaction.

Sincerely,

Patrick Gallagher  
Deputy Director

I certify under penalty of perjury that the following is true and correct.

Executed on: 10/10/08

By: Patrick Gallagher

cc: William B. Kennedy

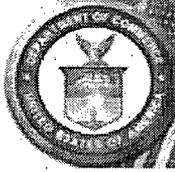
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## NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY

**Number:** DOO 30-2B

**Effective Date:** 2004-09-15

### SECTION 1. PURPOSE.

.01 This Order prescribes the organization and assignment of functions within the National Institute of Standards and Technology (NIST). The scope of authority and functions are in Department Organization Order 30-2A.

.02 This revision establishes the position and functions of the Chief of Staff as a new organizational entity reporting to the NIST Director; abolishes the Director of Administration and Chief Financial Officer and transfers the functions, staff, and resources to the newly established positions of Chief Financial Officer, Chief Human Capital Officer and Chief Facilities Management Officer. In addition the reporting relationship of the Chief Information Officer (CIO) is changed from the NIST Director to the Deputy Director, the Deputy Director is designated as the Chief Operating Officer, and the functional descriptions of the Baldrige National Quality Program and the Director, Boulder Laboratories, are updated.

### SECTION 2. ORGANIZATION.

The organization structure and line of authority of NIST, which is part of the Technology Administration, shall be as depicted in the attached organization chart (Exhibit 1).

### SECTION 3. OFFICE OF THE DIRECTOR.

The Director shall determine the policies and priorities of NIST and direct the development and execution of its programs within the guidelines set by the Secretary of Commerce (Secretary).

The Deputy Director shall assist the Director in the direction of NIST and perform the functions of the Director in the latter's absence. The Deputy Director also oversees the vast international and academic affairs programs of NIST and serves as the principal representative with international treaty organizations and foreign governments and assists the Director in developing initiatives that will enhance NIST's effectiveness on a global basis in harmonizing standards, measurements, and databases, and implementing mutual recognition arrangements. The Deputy Director shall also serve as the Chief Operating Officer in managing and carrying out the administrative and technical infrastructure and support programs essential for daily operations throughout NIST, and shall establish and implement policies and plans, ensuring maximum responsiveness to the needs of the NIST technical programs. The Deputy Director shall oversee the development and delivery of cost effective and efficient administrative services and be supported by the Chief Financial Officer (CFO), the Chief Human Capital Officer (CHCO), the Chief Information Officer (CIO), and the Chief Facilities Management Officer (CFMO) and their subordinate units.

### SECTION 4. FUNCTIONS REPORTING TO THE DIRECTOR.

.01 The Baldrige National Quality Program shall provide assistance to industry, education, and healthcare, and other public benefit organizations in the development of technology and procedures needed to improve U.S. quality and competitiveness and is responsible for managing the assigned responsibility in the Technology Competitiveness Act section of the Omnibus Trade and Competitiveness Act of 1988 (Public Law (P.L.) 100-418) and its amendments; manage the Malcolm Baldrige National Quality Award Program as stated in P.L. 100-107, in cooperation with senior U.S. business, education, healthcare, and quality leaders; perform research and outreach activities to assist private sector quality efforts, and serve as a mechanism by which U.S. companies, universities, and other organizations can work together to share and develop performance excellence best practices; coordinate quality-related developments and requirements with the NIST laboratories; serve as the NIST representative to national and international quality organizations; and serve as the NIST quality liaison to business, education, healthcare, overnment entities at the federal, state, and local level, other public benefit organizations, and to other targeted groups as identified and/or required by Congress or the Administration.

.02 The Chief of Staff shall support the Director in administering the policies, programs, and operations of NIST through assistance in increasing external awareness, appreciation of, support for, and use of NIST's research and services. The Chief of Staff will facilitate top-level decision-making and improved internal communication and provide coordination of action required of NIST as a result of executive policy decisions and actions and will serve as the Director's representative with the Technology Administration, Department, and other Federal agencies with broad authority to commit NIST to specific courses of action. The Chief of Staff shall have managerial responsibility for the congressional and legislative affairs program, strategic planning, program and policy analysis, strategic partnering, evaluation services, and the public and business affairs programs and will have oversight

responsibility for legal services and staff assigned to NIST through agreement with the Department's Office of General Counsel.

.03 The Director, Boulder Laboratories, shall act as the delegate and representative of the NIST Director in providing leadership, policy guidance, technical and managerial oversight, and coordination of NIST-wide technical and administrative operations in support of the scientific goals and research objectives of the Boulder Laboratories. The Boulder Laboratories Director shall be responsible for centralized support, coordination, and representation at NIST for site-specific Boulder activities, special functions, and events; and will serve as the overall site manager for the Boulder campus and be responsible for maintaining liaison with other federal agencies in Boulder and its vicinity and for ensuring productive and cooperative relationships with the Boulder community.

#### **SECTION 5. FUNCTIONS REPORTING TO THE DEPUTY DIRECTOR.**

.01 The Chief Financial Officer (CFO) shall direct and manage the overall budget, financial, acquisition and grants management activities relating to the programs and operations of NIST as well as client bureaus serviced by NIST. This includes the development of financial management policies and procedures; and development and maintenance of an integrated accounting and financial management system including financial reporting and financial internal controls which comply with all applicable Department of Commerce (DOC), Office of Management and Budget (OMB), Department of Treasury, and Federal Accounting Standards Advisory Board regulations, policies, and requirements. The CFO will ensure that financial information is reported timely, accurately, thoroughly and consistent with established requirements and formats; oversee budget formation, presentation, justification and execution; direct the preparation of annual financial plans; serve as the action official responsible on all internal and external audits investigations, reviews, and examinations related to financial management; coordinate financial report requirements as mandated in the CFO Act of 1990 (P.L. 101-576); promote programs to deter fraud, waste, and abuse of government resources; oversee implementation of Section IV of the Federal Managers Financial Integrity Act; and serve as liaison to the Technology Administration, DOC, and OMB on all financial matters and the development and deployment of an integrated financial management system. The CFO oversees the full range of acquisition and financial assistance programs, including contracts, grants, cooperative agreements, and other fellowship programs or activities in accordance with DOC policies and Federal procurement regulations.

.02 The Chief Human Capital Officer (CHCO) shall be responsible for planning, directing, and implementing people-related programs at NIST. The CHCO shall establish policies and procedures to govern the development, management, administration, and coordination of programs involving human resources including personnel management, leadership and employee development, management analysis, organizational design and development, civil rights and diversity, occupational health, and safety in support of the NIST mission.

.03 The Chief Information Officer (CIO) shall be responsible for planning, directing, and implementing the utilization of information technology (IT) resources, including capital planning and investment analyses, the IT operating plan and budget, as well as IT acquisition strategy and performance measures. The CIO will also be responsible for ensuring and providing appropriate supporting infrastructure, IT security, applied research, and assistance to NIST staff, collaborators, and clients in the conduct of NIST's scientific, engineering and administrative programs and in the dissemination of information. The CIO will have line authority and responsibility for centralized IT functions including telecommunications, networking, Web services, integrated information systems, knowledge systems, and other IT infrastructure support services. The CIO advises the NIST Director and Deputy Director on all aspects of IT management to ensure state-of-the-art computing and networking facilities that integrate and support an enterprise-wide heterogeneous information technology environment for NIST.

.04 The Chief Facilities Management Officer (CFMO) shall be responsible for managing and operating facilities and providing cost-effective and efficient administrative services and infrastructure programs essential for NIST's operations at all sites, ensuring maximum responsiveness to the needs of the NIST technical programs. Facility and administrative activities and services include space management, real property management, facilities planning, engineering design, building construction and renovation, building systems operation and maintenance, mail distribution, reproduction services, environmental services, transportation, conference services, visual communications, fire protection, security services, and personal property management.

#### **SECTION 6. TECHNOLOGY SERVICES.**

The Director of Technology Services shall provide U.S. industry and trade, government and the public, with measurements, standards, and information services which increase competitiveness and facilitate trade by promoting innovation, improving quality, reducing cost, promoting the use and adoption of U.S. standards, measurement practices and technology by important trading partners, and overcoming barriers to trade, which include: cooperating with other departments and agencies of the Federal Government and state and local governments in establishing uniform legal metrology practices, standards, codes, and specifications; developing, producing, and distributing Standard Reference Materials; providing Standard Reference Data; providing calibration and laboratory accreditation services; coordinating metric usage to the extent practical in Federal Government procurement, grants, and business-related activities; managing the Small Business Innovation Research Program (SBIR); providing information services in support of NIST; and collaborating with NIST's Laboratories in carrying out technology services responsibilities.

#### **SECTION 7. ADVANCED TECHNOLOGY PROGRAM.**

The Advanced Technology Program shall stimulate U.S. economic growth by developing high-risk and enabling technologies through programs proposed and cost-shared by industry; plan focused programs in economically important technology application areas; fund projects selected through focused program and general competitions; promote the formation of and aid United States joint research and development ventures through provisions of organizational and technical advice and through direct participation in joint ventures; administer an outreach program that cooperates with state and local government economic development authorities to evaluate the technology requirements of businesses and make businesses aware of Program opportunities; and carry out cooperative research activities with the private sector, federal agencies, and state agencies as may be permitted by law or as assigned to the Program by the Secretary.

#### **SECTION 8. MANUFACTURING EXTENSION PARTNERSHIP PROGRAM.**

The Manufacturing Extension Partnership Program shall develop and maintain, as a joint venture with state and local governments, a national system which provides technical assistance to manufacturers in adopting appropriate advanced technology and best manufacturing practices to strengthen the global competitiveness of smaller U.S. manufacturers; assist state governments in planning for the development of state-wide industrial extension services which deliver technical and business assistance to smaller manufacturers in coordination with other existing services available in public, private, and academic sectors; provide joint funding with state and local governments for the creation and maintenance of extension services which focus on and respond to the specific needs of smaller firms; develop and manage programs which respond to the specific needs of state- and local-based extension services and supports their integration as a national delivery system; create and maintain partnership across the Federal Government and within industry to develop and integrate new and existing resources which are complementary to the national delivery system and which allow these entities to utilize the national delivery system as a means of access to smaller manufacturing firms in support of their mission objectives; and

develop strategies and execute programs which explore innovative, alternative approaches for improving small manufacturers' competitiveness and which capitalize on opportunities for the national system and its component service entities to realize greater revenues from private-sector investment in its services.

#### **SECTION 9. ELECTRONICS AND ELECTRICAL ENGINEERING LABORATORY.**

The Electronics and Electrical Engineering Laboratory shall maintain, develop, and disseminate the national physical standards for electricity; provide a focus for research, development, and applications in the field of electrical, electronic, quantum electronic, and electromagnetic materials and engineering; maintain and develop competence in measurements and analytic methods, in fabrication processes, in performance evaluation, and in practical applications appropriate to a wide range of materials, devices, instruments, and systems; identify market and technological barriers to the effective application of electrical, electronic, quantum electronic, and electromagnetic technologies for the achievement of national goals; conduct responsive basic research to yield the requisite fundamental physical constants, practical data, measurement methods, theory, standards, technology, and technical services; and provide national reference standards and engineering measurement traceability and deliver the results for the benefit of the government, industry, the scientific community, and the consumer, either directly or through effective intermediaries.

#### **SECTION 10. MANUFACTURING ENGINEERING LABORATORY.**

The Manufacturing Engineering Laboratory shall provide competence and develop technical data, findings, and standards in production engineering, mechanical metrology, and automation and control technology; provide instrument design, fabrication, modification, and repair; and provide industrial and mechanical engineering in support of a program to develop standards, interfaces, recommended practices, and associated technology to be made available to the manufacturing industries.

#### **SECTION 11. CHEMICAL SCIENCE AND TECHNOLOGY LABORATORY.**

The Chemical Science and Technology Laboratory shall provide the national system of chemical measurement; coordinate the system with measurement systems of other nations and furnish essential services leading to accurate and uniform chemical measurement throughout the Nation's scientific community, industry, and commerce; provide advisory and research services to other government agencies; conduct basic and applied research in analytical chemistry, biotechnology, chemical engineering, and physical chemistry; develop and certify Standard Reference Materials; produce and evaluate Standard Reference Data; provide calibration services; and conduct interdisciplinary research efforts with other NIST laboratories in the areas of analytical chemistry, biotechnology, chemical engineering, and physical chemistry; conduct fundamental investigation of the phenomena on which measurement of the composition and behavior of chemical and biochemical systems is based; provide benchmark experimental data, new theory and models to explain the behavior and predict the properties of chemicals in chemical and biochemical processes and systems; acquire and disseminate thermophysical, thermodynamic, kinetic, and thermal data; provide calibration services for temperature, pressure and vacuum, flow, volume, liquid density, and humidity; develop new laboratory and process measurement techniques, including in situ real-time process measurement methods; develop and improve measurement capability and quantitative understanding of basic physical processes that underlie measurement science, including methods for analytical chemistry, biological chemistry, chemical kinetics, thermodynamics, and surface science, and thereby improve the comparability among laboratories throughout the United States, measurement compatibility with other nations, and measurement reliability in U.S. industry and commerce; and use the techniques to assist in the solution of problems of national impact, e.g., in improving the accuracy of clinical analytical chemistry, air and water pollution analysis, and chemical engineering metrology, and in providing advisory services to government agencies, scientific organizations, and industry.

#### **SECTION 12. PHYSICS LABORATORY.**

The Physics Laboratory shall conduct long-term research in measurement science, develop new physical standards, measurement methods and reference data, and promulgate these standards, methods and data by providing measurement services, conducting workshops, publishing research results and collaborating with industry, universities, and other government agencies; establish spectroscopic methods and standards for infra-red, visible, ultra-violet, x-ray and gamma-ray radiation; investigate the structure and dynamics of atoms and molecules, singly and in aggregate; develop and disseminate national standards for time and frequency and for the measurement of optical and ionizing radiation by means of calibrations, measurement quality assurance, and standard reference materials; generate, evaluate, and compile atomic, molecular, optical, and ionizing radiation data in response to national needs; develop and operate major radiation sources as user facilities and maintain appropriate collaborations with other laboratories in NIST, the Nation, and throughout the world; and support the research community and industry in such areas as communication, defense, energy, environment, space, health, lighting, microelectronics, radiation, and transportation.

#### **SECTION 13. MATERIALS SCIENCE AND ENGINEERING LABORATORY.**

The Materials Science and Engineering Laboratory shall develop and maintain the scientific competences and experimental facilities necessary to provide the Nation with a central basis for uniform physical measurements, measurement methodology, and measurement services fundamental to the processing, characterization, properties and performance of materials, and to other essential areas in materials science; provide government, industry, universities, and consumers with standards, measurement methods, data, and quantitative understanding concerning metals, polymers, ceramics, composites, optical materials, and nonequilibrium materials; characterize the structure of materials, chemical reactions, and physical properties which lead to the safest, most efficient uses of materials, improve materials technologies, provide the bases for advanced material technologies in basic and high-technology industries; obtain accurate experimental data on behavior and properties of materials under service conditions to assure effective use of raw and manufactured materials; provide technical information such as reference data, materials measurement methods, and standards to processors, designers, and users for selection of cost-effective combinations of materials, processes, designs, and service conditions; use the unique NIST reactor and cold neutron research facilities to develop neutron measurement methodology, develop sophisticated structure characterization techniques, reference data, and standards; participate in collaborative efforts with other NIST organizational units in the dissemination of generic technical information from the divisions to private and public sector scientific organizations through special cooperative institutional arrangements and through conventional distribution mechanisms.

#### **SECTION 14. BUILDING AND FIRE RESEARCH LABORATORY.**

The Building and Fire Research Laboratory shall provide the national laboratory concerned with increasing the usefulness, safety and economy of buildings, improving the productivity and international competitiveness of the construction industry, and reducing the human and economic costs of unwanted fires; perform and support laboratory, field, and analytical research on the performance of construction materials, components, systems and practices, and the fundamental processes underlying initiation, propagation, and suppression of fires; produce technologies to predict, measure, and

test the performance of construction and fire prevention and control materials, components, systems, and practices, and to assist the construction and fire safety communities in achieving the benefits of advanced computation and automation; provide research results which are widely used and adopted by governmental and private sector organizations with standards and codes responsibilities, but does not promulgate building or fire safety standards or regulations; and conduct fire research mandated by the Federal Fire Prevention and Control Act of 1974, research for the improvement of seismic design and construction practices as assigned by the Earthquake Hazards Reduction Act of 1977, as amended, and structural failure investigations mandated by the NIST Authorizing Act for FY 1986.

**SECTION 15. INFORMATION TECHNOLOGY LABORATORY.**

The Information Technology Laboratory shall develop and demonstrate evaluation techniques, testing methods, and standards to enable U.S. industry to develop usable, reliable, interoperable products for information technology; and provide leadership and collaborative research to NIST programs in the areas of mathematics, statistics, and information technology use and services to enable NIST to maintain its status as a world-class institution.

**SECTION 16. EFFECT ON OTHER ORDERS.**

This Order supersedes Department Organization Order 30-2B, dated March 12, 2003.

Director, National Institute of Standards and Technology

Under Secretary for Technology

Approved:

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Chief Financial Officer and Assistant  
Secretary for Administration

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