



**DEFENSE NUCLEAR FACILITIES  
SAFETY BOARD**

WASHINGTON, D.C. 20004-2901

**OFFICE OF THE  
INSPECTOR GENERAL**

February 4, 2021

**MEMORANDUM TO:** Joel C. Spangenberg  
Executive Director for Operations

**FROM:** Dr. Brett M. Baker */RA/*  
Assistant Inspector General for Audit

**SUBJECT:** STATUS OF RECOMMENDATION: AUDIT OF THE DNFSB  
COVID-19 RE-ENTRY PLAN (DNFSB-20-A-08)

**REFERENCE:** DEFENSE NUCLEAR FACILITIES SAFETY BOARD,  
CORRESPONDENCE DATED JANUARY 27, 2021

Attached is the Office of the Inspector General's (OIG) analysis and status of recommendation as discussed in DNFSB's response dated January 27, 2021. Based on this response, recommendation 1 is now closed. Therefore, all recommendations associated with this audit are now closed and no further action is needed.

If you have any questions or concerns, please call me at (301) 415-5915 or Vicki Foster, Team Leader, at (301) 415-5909.

cc: James Biggins, Acting GM  
Toni Reddish, OGM  
Rosalind Howard, OGM

## Audit Report

### AUDIT OF THE DNFSB COVID-19 Re-Entry Plan

DNFSB-20-A-08

#### Status of Recommendation

Recommendation 1: Develop and implement an employee re-entry plan that is in accordance with federal guidance and best practices.

Agency Response Dated  
January 27, 2021: Agree.

Since the development of DNFSB's Pandemic Response and Recovery Plan, the agency has made significant progress to implement the procedures and guidance outlined in the agency's Plan, including:

- Establishing a Pandemic Response Working Group to collaborate with Office Directors to implement, train, and provide guidance to agency staff through all phases of the Pandemic Response and Recovery Plan;
- Developing and implementing the Technical Director's Standing Order 20-01 in September 2020, to provide direction for technical employees to conduct work safely in the field during the COVID-19 pandemic;
- Conducting a virtual All Hands kick-off meeting on the Pandemic Response and Recovery Plan to all DNFSB staff on October 27, 2020. Prior to the meeting, staff were provided a copy of the Pandemic Response and Recovery Plan and were required to read specific sections of the Plan in advance. This initial staff communication/briefing provided communication on DNFSB's efforts to ensure the safety of staff, the development of a DNFSB COVID-19 Information Hub on the agency's intranet page, and Frequently Asked Questions on the pandemic response and recovery plan;
- Conducting required staff training on DNFSB's Plan on November 24 and again on December 2, 2020;

## Audit Report

### AUDIT OF THE DNFSB COVID-19 Re-Entry Plan

DNFSB-20-A-08

#### Status of Recommendation

Recommendation 1 (cont.):

- Providing Pandemic Response and Recover Training as a part of New Employee Onboarding Training;
- Supporting the maximum flexibility on the use of telework during the Pandemic through the Board's approval of the update to Notice N-125.1; and
- Providing COVID-19 updates to staff from Chairman Summers and the Executive Director of Operations.

Supporting documentation for the above action items were provided to OIG.

We request that this recommendation be closed based on the supporting documentation provided.

OIG Analysis:

OIG reviewed and verified that DNFSB has implemented the procedures and guidance as outlined in the Pandemic Response and Recovery Plan at the staff level and concluded that the document meets the intent of this recommendation. Therefore, this recommendation is now closed.

**Status:**

Closed.