

October 18, 1982

34

MEMORANDUM FOR: William J. Dircks
Executive Director for Operations

FROM: James A. Fitzgerald, Acting Director
Office of Investigations

SUBJECT: REVISED FY-1983 STAFFING PLAN

Enclosed is the Office of Investigations (OI) FY-1983 Staffing Plan which we have revised. Also enclosed as Attachment 2 is OI staff distribution data.

Enclosures:

1. Revised OI FY-1983 Staffing Plan
2. OI staff distribution data

Distribution
✓ OI:s/f Staffing Plan (FY-1983)
OI:c/f Office of Investigations
OI:r/f

cc: R. Fortuna
W. Ward
R. Shepherd
J. Vorse
J. Foster
R. Herr
O. Shackleton
P. Schofield

OI *mf*
PSchofield/jh
10/15/82

OI *RF*
RFortuna
10/17/82

OI *JF*
JFitzgerald
10/17/82

A12

8508160057 850723
PDR FOIA
ADATA085-334 PDR

OFFICE OF INVESTIGATIONS

FY - 83 STAFFING PLAN

Organization <u>Component</u>	Position Title/ <u>Name</u>	Grade/ <u>Series</u>	FY-83(PFT) _____
<u>Office of the Director</u>	<u>Director</u>	SES	1
	(Vacancy/J. Fitzgerald TDY from OGC)	(SES)	
	<u>Deputy Director</u>	SES	1
	(Vacancy/R. Fortuna, Acting)	(SES)	
	<u>Secretary</u>	GS-318-09	1
	D. Lewis	(GS-318-09)	
			(3) (Subtotal)
<u>Policy & Program Support Staff</u>	<u>Director</u>	GS-341-15	1
	(Vacancy)		
	<u>Investigator</u>	GS-1811-13	1
	(Vacancy)		
	Admin. Officer	GS-341-12	1
	P. Schofield	(GS-341-12)	
	<u>Admin. Ass't (Typing)</u>	GG-303-07	1
R. Lew	(GG-303-07)		
			(4) (Subtotal)

Division of
Field Operations

<u>Director</u>	GG-1811-15	1
W. Ward	(GG-1811-15)	
<u>Investigators</u>	GG-1811-14	2
P. Baci	(GG-1811-14)	
E. Gilbert	(GG-1811-14)	
<u>Investigator</u>	GG-1811-13	2
J. Sinclair	(GG-1811-13)	
(Vacancy)		
<u>Secretary</u>	GG-318-07	1
J. Hunt	(GG-318-07)	
		(6) (subtotal)

OI Field Office (Region I)

<u>Director</u>	GG-1811-14	1
(Vacancy/R. Shepherd, Acting)	(GG-1811-14)	
<u>Investigators</u>	GG-1811-9/13	4
R. Shepherd	(GG-1811-14)*	
R. Christopher	(GG-1811-13)	
R. Matakas	(GG-1811-13)	
P. Connolly	(GG-1811-12)	
<u>Secretary</u>	GG-318-4/5/6	1
D. Evans	(GG-318-06)	
		(6) (Subtotal)

OI Field Office (Region II)

<u>Director</u>	GG-1811-14	1
(Vacancy/J. Vorse, Acting)	(GG-1811-13)	
<u>Investigator</u>	GG-1811-9/13	4
J. Vorse	(GG-1811-13)	
E. Williamson	(GG-1811-13)	
R. Burch	(GG-1811-13)	
D. Murphy	(GG-1811-12)	
B. Uryc	(GG-1811-12)	
<u>Secretary</u>	GG-318-4/5/6	
C. Cochran	(GG-318-05)	
		(6)
		(Subtotal)

OI Field Office (Region III)

<u>Director</u>	GG-1811-14	1
(Vacancy/J. Foster, Acting)	(GG-1811-14)	
<u>Investigators</u>	GG-1811-9/13	5
J. Foster	(GG-1811-14)*	
H. Walker	(GG-1811-13)	
W. Frost	(GG-1811-13)	
C. Weil	(GG-1811-13)	
R. Burton	(GG-1811-11)	
<u>Secretary</u>	GG-318-4/5/6	1
Q. Garland	(GG-318-06)	
		(7)
		(Subtotal)

OI Field Office (Region IV)

<u>Director</u>	GG-1811-14	1
(Vacancy/R. Herr, Acting)	(GG-1811-14)	
<u>Investigators</u>	GG-1811-9/13	3
R. Herr	(GG-1811-14)*	
D. Driskill	(GG-1811-13)	
H. Griffin	(GG-1811-13)	
<u>Secretary</u>	GG-318-4/5/6	1
C. Spagnoli	(GG-318-05)	
		(5)
		(Subtotal)

OI Field Office (Region V)

<u>Director</u>	GG-1811-14	1
(Vacancy/ O. Shackleton, Acting)	(GG-1811-14)	
<u>Investigators</u>	GG-1811-9/13	3
O. Shackleton	(GG-1811-14)*	
P. Joukoff	(GG-1811-13)	
E. Power	(GG-1811-13)	
<u>Secretary</u>	GG-318-4/5/6	1
M. Nichols	(GG-318-06)	
		(5)
		(Subtotal)
	TOTAL	42

* Incumbency only

Attachment 2

	<u>Staffing Plan</u>		<u>On-Board</u>	
	<u>Number</u>	<u>%</u>	<u>Number</u>	<u>%</u>
SES	2	4.8	2	5.7
STS and Above GG-15	0	---	0	---
GG-15 Supervisory	2	4.8	1	2.9
GG-14 and Below Supervisory	5	11.9	0	---
GG-15 Technical	0	---	0	---
GG-14 Technical	0	---	0	---
GG-13 and Below Technical	0	---	0	---
GG-15 Technical Assistants	0	---	0	---
GG-14 Technical Assistants	0	---	0	---
GG-13 and Below Technical Assistant	0	---	0	---
GG-15 Non-Technical	0	---	0	---
GG-14 Non-Technical	2	4.8	6	17.1
GG-13 and Below Non-Technical	24	57.1	19	54.3
Secretary/Clerical	7	16.7	7	20.0
TOTAL	42	100%	35	100%

OFFICE					DATE PREPARED				STAFFING COMPUTATION TABLE							
Investigations					5-19-83				Schedule E-2							
DECISION UNIT TITLE																
Investigations																
(1) NO.	(2) WORKLOAD DEFINITION	(3) WORKLOAD VOLUME							(4) LABOR RATES				(5) FTE REQUIRED			
		FY 83	FY 84	FY 85	FY 86	AVG.	EOY	OTHER	FY 83	FY 84	FY 85	FY 86	FY 83	FY 84	FY 85	FY 86
1.	<u>Direct Staff</u>															
	Investigations	Level of	Effort						Level of	Effort			17.5	18	19	19
	Inquiries	Level of	Effort						Level of	Effort			6	7	9	9
3.	Assists to Inspection	Level of	Effort						Level of	Effort			0	2	3	3
	Subtotal												23.5	27	31	31
4.	<u>Direct Staff Supervision/</u> <u>Support</u>	Level of	Effort						Level of	Effort			7.5	7.5	8	8
5.	<u>Organizational Supervision/</u> <u>Support</u>	Level of	Effort						Level of	Effort			7	7.5	8	8
	Total												38*	42*	47*	47*
	* Hq. 83 84 85 86 12 14 16 16															
	OI:RI 5 5 5 6															
	OI:RII 6 6 6 6															
	OI:RIII 6 7 8 8															
	OI:RIV 5 6 6 6															
	OI:RV 4 4 5 5															

Office: OI

Schedule: E-2A
Date Prepared: 5-19-83

U.S. NUCLEAR REGULATORY COMMISSION
FY 1985-FY 1986 INTERNAL REVIEW
EXPLANATION OF E-2 ASSUMPTIONS AND METHODOLOGY

Labor Rate Development

The nature of the planned accomplishments (PA) 1-3 is such that workload volume cannot be accurately predicted. Estimates for FTE were formulated based on number of cases and man-hours per case since the inception of OI in July 1982.

Data Sources

An internal Weekly Activity Report was used to generate data. Both regular and overtime hours were used.

Other Pertinent Information

None.

Office: 01

Schedule: E-2B

Page: 1 of 1

Date Prepared: 5-19-83

U.S. NUCLEAR REGULATORY COMMISSION
FY 1985-FY 1986 INTERNAL REVIEW
LISTING OF ORGANIZATIONAL SUPERVISION/SUPPORT STAFF POSITIONS
(For All Decision Units Combined)

<u>Position Title</u>	<u>Number of Positions</u>		
	<u>FY 1984</u>	<u>FY 1985</u>	<u>FY 1986</u>
Office Director	1	1	1
Deputy Office Director	1	1	1
Program Assistant	1	1	1
Administrative Assistant	1	1	1
Investigator (FOIA)	.5	.5	.5
Division Director	1	1	1
Secretaries	2	2.5	2.5
	<hr/>	<hr/>	<hr/>
Totals	7.5	8	8

U.S. NUCLEAR REGULATORY COMMISSION
FY 1985-FY 1986 INTERNAL REVIEW
OFFICE SUMMARY
(Dollars in Thousands)

Office: Investigations

	FY 1983		FY 1984		FY 1985		FY 1986	
	Current Estimate		President's Budget		Current Estimate		Request	
	Dollars	FTE	Dollars	FTE	Dollars	FTE	Dollars	FTE
<u>Program Support/FTE:</u>								
Decision Unit 1 71-19-01-00	\$ -0-	(38)	\$ -0-	(38)	\$ -0-	(42)	\$ -0-	(47)
Program Support/FTE Subtotal	\$ -0-	(38)	\$ -0-	(38)	\$ -0-	(42)	\$ -0-	(47)
Travel 71-21-00-00 (F-2)								
- Headquarters	\$ 208	-	-	-	\$ 220	-	\$ 230	-
- Regional								
Equipment XX-31-00-00	-	-	-	-	-	-	-	-
Administrative Support:								
Headquarters (F-3)								
Regional (F-3)								
ADP								
TOTALS	\$ 208	(38)		(38)	\$ 220	(42)	\$ 230	(47)

U.S. NUCLEAR REGULATORY COMMISSION
FY 1985-FY 1986 INTERNAL REVIEW - Office Request
DECISION UNIT JUSTIFICATION
(Dollars in Thousands)

Schedule: E-3A - Part 1.
Page: 1 of 1
Date Prepared: 5-20-83

Office: 01
Decision Unit: 01-Investigations

SECTION A - DECISION UNIT RESOURCE SUMMARY

	<u>FY 1983</u> <u>Current</u> <u>Estimate</u>	<u>FY 1984</u> <u>Pres.</u> <u>Budget</u>	<u>Current</u> <u>Estimate</u>	<u>FY 1985</u> <u>Request</u>	<u>MARK</u>	<u>FY 1986</u> <u>Request</u>	<u>MARK</u>
(FTE)	(38)	(38)	(42)	(47)		(47)	
Program Support \$	-0-	-0-	-0-	-0-		-0-	
Equipment \$	-0-	-0-	-0-	-0-		-0-	

U.S. NUCLEAR REGULATORY COMMISSION
FY 1985-FY 1986 INTERNAL REVIEW - Office Request
DECISION UNIT RESOURCES
(Dollars in Thousands)

Schedule: E-3A Part 2
Page: 1 of 2
Date Prepared: 5-19-83

Office: Investigations

PLANNED ACCOMPLISHMENT: Investigations

ORG	OC	DU	PA	PAC	FY 83- PS \$	CURR EST FTE	FY 84-PRES BUD PS \$	FTE	FY 84- CURR EST PS \$	FTE	FY 85 REQUEST PS \$	FTE	FY 86 REQUEST PS \$	FTE
71	19	01	01	0811	-0-	(17.5)	-0-	(17.5)	-0-	(18)	-0-	(19)	-0-	(19)

PLANNED ACCOMPLISHMENT: Inquiries

ORG	OC	DU	PA	PAC	FY 83- PS \$	CURR EST FTE	FY 84-PRES BUD PS \$	FTE	FY 84- CURR EST PS \$	FTE	FY 85 REQUEST PS \$	FTE	FY 86 REQUEST PS \$	FTE
71	19	01	02	0811	-0-	(6)	-0-	(6)	-0-	(7)	-0-	(9)	-0-	(9)

PLANNED ACCOMPLISHMENT: Assists to Inspections

ORG	OC	DU	PA	PAC	FY 83- PS \$	CURR EST FTE	FY 84-PRES BUD PS \$	FTE	FY 84- CURR EST PS \$	FTE	FY 85 REQUEST PS \$	FTE	FY 86 REQUEST PS \$	FTE
71	19	01	03	0811	-0-	(0)	-0-	(0)	-0-	(2)	-0-	(3)	-0-	(3)

Revision
4/12/83

U.S. NUCLEAR REGULATORY COMMISSION
FY 1985-FY 1986 INTERNAL REVIEW - Office Request
DECISION UNIT RESOURCES
(Dollars in Thousands)

Schedule: E-3A Part 2
Page: 2 of 2
Date Prepared: 5-19-83

Office: Investigations

PLANNED ACCOMPLISHMENT: Direct Staff Supervision/Support

ORG	OC	DU	PA	PAC	FY 83- PS \$	CURR EST FTE	FY 84-PRES BUD PS \$	FTE	FY 84- PS \$	CURR EST FTE	FY 85 REQUEST PS \$	FTE	FY 86 REQUEST PS \$	FTE
<u>71</u>	<u>19</u>	<u>01</u>	<u>98</u>	<u>2221</u>	<u>-0-</u>	<u>(7.5)</u>	<u>-0-</u>	<u>(7.5)</u>	<u>-0-</u>	<u>(7.5)</u>	<u>-0-</u>	<u>(8)</u>	<u>-0-</u>	<u>(8)</u>

PLANNED ACCOMPLISHMENT: Organizational Staff Supervision/Support

ORG	OC	DU	PA	PAC	FY 83- PS \$	CURR EST FTE	FY 84-PRES BUD PS \$	FTE	FY 84- PS \$	CURR EST FTE	FY 85 REQUEST PS \$	FTE	FY 86 REQUEST PS \$	FTE
<u>71</u>	<u>19</u>	<u>01</u>	<u>99</u>	<u>2222</u>	<u>-0-</u>	<u>(7)</u>	<u>-0-</u>	<u>(7)</u>	<u>-0-</u>	<u>(7.5)</u>	<u>-0-</u>	<u>(8)</u>	<u>-0-</u>	<u>(8)</u>

Revision
4/12/83

U.S. NUCLEAR REGULATORY COMMISSION
FY 1985-FY 1986 INTERNAL REVIEW - Office Request
DECISION UNIT RESOURCES
(Dollars in Thousands)

Schedule: E-3A Part 1
Page: 1 of 3
Date Prepared: 5-19-83

Office: Investigations
Decision Unit: Investigations

SECTION B - PLANNED ACCOMPLISHMENT DETAIL

Planned Accomplishment	ORG	OC	DU	PA	-	Investigations						
	71	19	01	01								
							<u>FY 1983</u>	<u>FY 1984</u>	<u>FY 1985</u>		<u>FY 1986</u>	
							<u>Current</u>	<u>Current</u>	<u>Request</u>	<u>MARK</u>	<u>Request</u>	<u>MARK</u>
							<u>Estimate</u>	<u>Estimate</u>				
(FTE)							(17.5)	(18)	(19)		(19)	
Program Support \$							-0-	-0-	-0-		-0-	
Equipment \$							-0-	-0-	-0-		-0-	

Narrative: Conduct, supervise and exercise quality control of external investigations. Additional staff will permit more timely investigations.

Revision
4/12/83

U.S. NUCLEAR REGULATORY COMMISSION
FY 1985-FY 1986 INTERNAL REVIEW - Office Request
DECISION UNIT RESOURCES
(Dollars in Thousands)

Schedule: E-3A Part 1

Page: 2 of 3

Date Prepared: 5-19-83

Office: Investigations
Decision Unit: Investigations

SECTION B - PLANNED ACCOMPLISHMENT DETAIL

Planned Accomplishment	ORG	OC	DU	PA						
	71	19	01	02	- Inquiries					
					FY 1983	FY 1984	FY 1985		FY 1986	
					Current	Current	Request	MARK	Request	MARK
					Estimate	Estimate				
(FTE)					(6)	(7)	(9)		(9)	
Program Support \$					-0-	-0-	-0-		-0-	
Equipment \$					-0-	-0-	-0-		-0-	

Narrative: Conduct, supervise and exercise quality control of inquiries. (a limited investigative effort to determine disposition of an allegation). Additional staff will permit more rapid determinations and will allow OI to keep abreast of inspection efforts in order to determine if investigative effort is needed.

U.S. NUCLEAR REGULATORY COMMISSION
FY 1985-FY 1986 INTERNAL REVIEW - Office Request
DECISION UNIT RESOURCES
(Dollars in Thousands)

Schedule: E-3A Part 1
Page: 3 of 3
Date Prepared: 5-19-83

Office: Investigations
Decision Unit: Investigations

Planned Accomplishment	ORG 71	OC 19	DU 01	PA 03	-						
						FY 1983 Current Estimate	FY 1984 Current Estimate	FY 1985		FY 1986	
								Request	MARK	Request	MARK
(FTE)						(0)	(2)	(3)		(3)	
Program Support \$						-0-	-0-	-0-		-0-	
Equipment \$						-0-	-0-	-0-		-0-	

Narrative: Perform assists to Regional inspections as requested thereby providing interview expertise to fully and formally document issues raised by allegers. Additional staff is needed to permit these assists.

Office: Investigations

Schedule: E-3B

Page: 1 of 3

Date Prepared: 5-19-83

U.S. NUCLEAR REGULATORY COMMISSION
FY 1985-FY 1986 INTERNAL REVIEW - Office Request
LOWEST PRIORITY WORK
FY 1984

(Dollars in Thousands; Staffing in Total FTE)

Priority Number	Decision Unit	Planned Accomplishment		FY 1984 Request Amounts	
		Number	Short Descriptive Title	Program Support \$	FTE
1.	Conduct, supervise and exercise quality control of external investigations.	71-19-01-01	Investigations	-0-	(18)
2.		71-19-01-02	Inquiries	-0-	(7)
3.		71-19-01-03	Assists to Inspections	-0-	(2)
Subtotals				-0-	(27)
- Associated Direct Staff Supervision/Support				-0-	7.5
- Associated Organizational Supervision/Support				-0-	7.5
TOTALS				-0-	(15)

Office: Investigations

Schedule: E-3B

Page: 2 of 3

Date Prepared: 5-19-83

U.S. NUCLEAR REGULATORY COMMISSION
FY 1985-FY 1986 INTERNAL REVIEW - Office Request
LOWEST PRIORITY WORK
FY 1985

(Dollars in Thousands; Staffing in Total FTE)

Priority Number	Decision Unit	Planned Accomplishment		FY 1985 Request Amounts	
		Number	Short Descriptive Title	Program Support \$	FTE
1.	Conduct, supervise and exercise quality control of external investigations.	71-19-01-01	Investigations	-0-	(19)
2.		71-19-01-02	Inquiries	-0-	(9)
3.		71-19-01-03	Assists to Inspections	-0-	(3)
Subtotals				-0-	(31)
-	Associated Direct Staff Supervision/Support			-0-	8
-	Associated Organizational Supervision/Support			-0-	8
TOTALS				-0-	(16)

Office: Investigations

Schedule: E-3B

Page: 3 of 3

Date Prepared: 5-19-83

U.S. NUCLEAR REGULATORY COMMISSION
FY 1985-FY 1986 INTERNAL REVIEW - Office Request
LOWEST PRIORITY WORK
FY 1986

(Dollars in Thousands; Staffing in Total FTE)

Priority Number	Decision Unit	Planned Accomplishment		FY 1986 Request Amounts	
		Number	Short Descriptive Title	Program Support \$	FTE
1	Conduct, supervise and exercise quality control of external investigations.	71-19-01-01	Investigations	-0-	(19)
2.		71-19-01-02	Inquiries	-0-	(9)
3.		71-19-01-03	Assists to Inspections	-0-	(3)
Subtotals				-0-	(31)
-	Associated Direct Staff Supervision/Support			-0-	8
-	Associated Organizational Supervision/Support			-0-	8
TOTALS				-0-	(16)

Schedule: F-1
Date Prepared: 5-19-83

U.S. NUCLEAR REGULATORY COMMISSION
FY 1985-FY 1986 INTERNAL REVIEW
OTHER THAN FULL-TIME PERMANENT FTE

Office: Investigations

<u>Item</u>	<u>FY 1983</u>	<u>FY 1984</u>	<u>FY 1985</u>	<u>FY 1986</u>
<u>Paid Staff Years (FTE):</u>				
Part-time Permanent <u>1/</u>				
Part-time Temporary <u>1/</u>				
Full-time Temporary <u>1/</u>				
When Actually Employed (WAE)				
Special Programs				
Personnel Services Consultants				
Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

1/ Co-ops must be excluded from all office submissions except ADM. ADM should identify how many co-ops are included above in each category.

Schedule: F-2
Date Prepared: 5-19-83

U.S. NUCLEAR REGULATORY COMMISSION
FY 1985-FY 1986 INTERNAL REVIEW - Office Request
TRAVEL
(Dollars in Thousands)

Office: Investigations

<u>Item</u>	<u>FY 1983</u>	<u>FY 1984</u>		<u>FY 1985</u>	<u>FY 1986</u>
		<u>Pres. Budget</u>	<u>Current Estimate</u>		
o Mission Direct	190		200	210	210
o Mission Support	8		10	10	10
o Administrative/Local	10		10	10	10
o Interviewee (ADM and Regions only)					
o Change of Duty Station (ADM only)					
Totals 71-21-00-00	<u>208</u>	<u> </u>	<u>220</u>	<u>230</u>	<u>230</u>