



U.S. DEPARTMENT OF
ENERGY

Office of
Science

SLAC Site Office

SLAC National Accelerator Laboratory
2575 Sand Hill Road, MS-8A
Menlo Park, CA 94025

April 5, 2018

Dr. Chi-Chang Kao, Director
SLAC National Accelerator Laboratory
2575 San Hill Road, MS 75
Menlo Park, CA 94025

Subject: Mid-Year Performance

Dear Dr. Kao:

The purpose of this letter is to provide feedback on performance over the past six months of FY2018 against the Performance Evaluation and Measurement Plan.

With the start of FY2018, SLAC announced appointments of several leadership positions with existing highly qualified staff. It is notable that these vacancies were filled internally due to the excellent efforts in prior years on workforce development.

SLAC continues to provide an effective Worker, Safety and Health program resulting in low construction injury rates and more than 7 years without a lost day case. Although construction injury rates continue to be low and there has been a reduction in near misses, we are still concerned since construction activities will ramp up in the next 6 – 12 months.

SLAC is taking the following steps to address this concern:

1. Site wide planning activities are on-going to identify and mitigate hazards for upcoming construction/installation activities.
2. A staffing plan for additional FCM and ES&H resources is being implemented.
3. A committee is assessing root causes of construction subcontractor events from FY17. Corrective actions will be identified and implemented.

SLAC and the site office will remain vigilant to ensure these actions are carried out to ensure there is effective oversight of activities.

The SLAC procurement organization is taking pro-active measures to improve processes to attract and bring aboard better performing subcontractors. Improved outcomes are yet to be realized but new contracts that are anticipated in the near future will be evaluated to make sure improvements are made. Additional out-reach may be necessary for on-boarding subcontractors to meet safety and QA expectations.

SLAC continues to take a lead role in defining and executing regulatory reforms to the SLAC Contract, in particular 10CFR851 and Davis Bacon Act. Key staff were instrumental in the development of the position paper, for DOE approval, to reform 10CFR851 for implementing CAL regulations at SLAC and LBNL. We are near completion of a Davis Bacon Act implementation manual that would streamline the approval process. The recent Safeguards and Security Survey was a success as it was the first assessment against the RWG requirements and resulted in only one minor finding.

Overall, the Laboratory is performing well but there are a few challenges ahead that require the attention of lab management. I look forward to working with your team to ensure we overcome these challenges, successfully.

Sincerely,

A handwritten signature in black ink, appearing to read "Hanley Lee", with a long horizontal flourish extending to the right.

Hanley Lee
Acting Site Manager

cc:

Bill Madia, Stanford

Tom Rizzi, SSO

Ernest Maune, SSO