



Department of Energy
National Nuclear Security Administration
Washington, DC 20585



May 3, 2013

MEMORANDUM FOR DISTRIBUTION

FROM: JAMES J. MCCONNELL 
DEPUTY ASSOCIATE ADMINISTRATOR
FOR INFRASTRUCTURE AND OPERATIONS

SUBJECT: Guidance for the National Nuclear Security Administration's
Fiscal Year 2014 Ten Year Site Plans

The guidance for the National Nuclear Security Administration's (NNSA) Fiscal Year (FY) 2014 Ten Year Site Plans (TYSPs) is attached. The NNSA's TYSP process integrates programmatic and real property requirements in support of the NNSA's mission needs. The standing expectation to submit TYSPs 60 days after release of the President's Budget is waived for the FY 2014 submission. The FY 2014 TYSPs are due 60 days after the date of this memorandum.

This guidance replaces the FY 2013 TYSP guidance dated May 2012. The changes are indicated by the bars in the right margin. This guidance remains in effect until superseded.

Please direct any questions or comments on the FY 2014 TYSP guidance to Jefferson G. Underwood, Director, Infrastructure and Capital Planning, at (202) 586-4134 or Ann Walls at (202) 586-3898.

Attachment

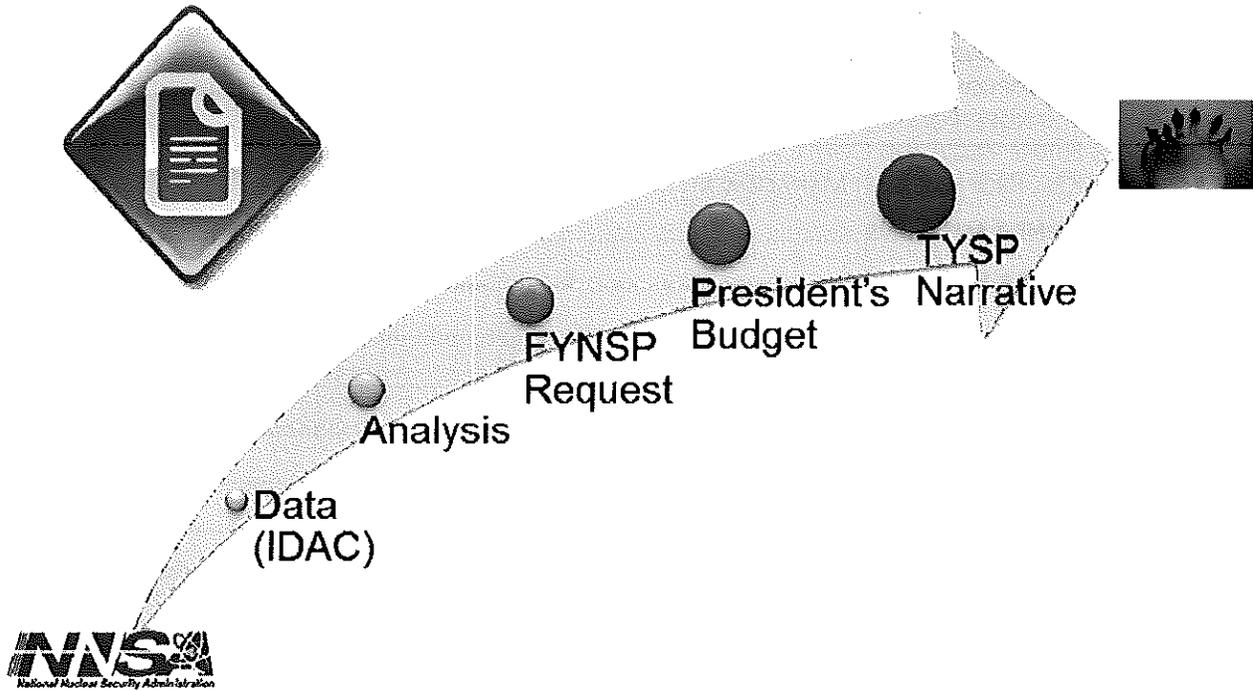
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Ten Year Site Plan (TYSP) Narrative Guidance



Supporting America's Nuclear Security
with Sound Facilities & Infrastructure
Management

April 2013

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PART 1 – General Requirements

Introduction

The TYSPs translate the Program of Record for all NNSA and non-NNSA work at a site into activities and solutions out to a time horizon that approximates the facility life cycle. There are two time horizons - a tactical horizon extending to five years past the next FYNSP¹ (10 years) and a strategic horizon that extends 15 years beyond the tactical horizon (25 years). The TYSPs focus on the tactical horizon with broader descriptions out to the strategic horizon. The TYSPs are distributed routinely to the public and other external stakeholders. The TYSPs are managed through a separate NNSA business process tiered off the higher level enterprise level planning process. The FY 2014 TYSPs will focus on the tactical horizon with a strategic view to 25 years.

The NNSA infrastructure must be managed from an enterprise perspective for the benefit of all NNSA programs and non-NNSA programs using NSE sites. Enterprise level planning over time horizons commensurate with the facility life cycle is at the heart of meeting that challenge. The TYSPs are statements of NNSA's intended actions. The Office of Infrastructure and Capital Planning (NA-00-20) will evaluate this process annually. When the process is proven and stable, NA-00-20 will recommend incorporation of this guidance into permanent NNSA directives.

The TYSPs communicate to senior management and external stakeholders how each site will implement the Program of Record for all NNSA and non-NNSA/WFO programs at the site. Each TYSP will be reviewed for consistency with the Program of Record; acceptance by the NNSA signifies NNSA's agreement that the TYSP implements the Administration's decisions for site infrastructure. The TYSPs are one of several ways the Administration communicates the Program of Record to internal and external stakeholders. They are not vehicles for proposing changes to the Program of Record.

TYSPs are keyed to the Presidential Budget. Nuclear Security Enterprise (NSE) sites and NNSA offices that manage real property are to submit updated TYSPs within 60 days of release of the President's Budget to NNSA's contractors. The 60 day timeline begins when NNSA contractors have unrestricted access to both the budget narrative and financial information.

Objective

The most important message conveyed in TYSPs is how attainment of the Program of Record's infrastructure goals sustains core capabilities and meets mission commitments. Conveying this core message is one of the primary reasons for TYSPs and is more important than rote compliance with directives cited elsewhere in this guidance. The TYSPs convey a wide variety of information and cannot be kept within space limits without tradeoffs for editorial attention and page space. When making these trade-offs please take every opportunity to communicate the central message with emphasis and confidence.

Applicability

¹ Acronyms are defined in Appendix E.

TYSP Narrative Guidance

All sites within the NSE and Defense Programs elements holding real property are required to prepare annual TYSPs using this guidance. Annual TYSPs are directed under the landlord authority for NSE sites. The TYSPs shall be prepared for KCP, LLNL, LANL, NNSS, OST, PX, SNL, SRS (NNSA), and Y-12. "Sites" refers to all entities preparing TYSPs, including OST, unless otherwise stated. When the National Production Office (NPO) decides that the Y12 and Pantex operations are sufficiently integrated, the NPO Manager shall submit a TYSP for the consolidated operation. The combined TYSP should reflect the integration of the former independent sites into a single operation with a single plan while communicating effectively to stakeholders interested in only one of the two former sites. Page limits for the combined report are 150% of the page limits elsewhere in this document. The NPO Manager may add an additional section of two pages exclusive of graphics to discuss considerations unique to the combined site.

TYSP Users

Internally TYSPs are formal, documented plans that translate the Program of Record into site-specific actions. They communicate in very clear, concrete and easily cited fashion what the Program of Record means at each site and become the baseline for discussions in the next PPBE cycle. The TYSPs contribute programmatic decisions by informing decision makers of the relationship between infrastructure goals of the Program of Record and the mission at a field office. Internal customers of TYSPs include NNSA program management and staff, DOE management and staff and M&O management and staff. The HQ staff use the TYSPs for reference and as source material for HQ generated documents. The TYSPs also communicate, in part or in whole, NNSA accomplishments and plans to internal DOE stakeholders such as OAPM and the CFO.

Externally TYSPs communicate to stakeholders what the Program of Record means at the sites of most interest to them. External customers include local Congressional delegations, Congressional staffs, local press, non-governmental organizations, M&O unions, state and local economic development authorities, local businesses and the general population whose lives are impacted in some way by the site operations. Sites are encouraged to consider the interests of these and other possible customers when preparing TYSPs and to meet the needs of as many customers as possible within the constraints of this guidance.

Program of Record

The most recent RODs, the NPR, the SSMP and the President's Budget convey the Administration's key decisions concerning the NNSA. These high level documents plus statutory and regulatory requirements, PPBE guidance, and other Administration statements of funding, milestones, and goals define the Program of Record. Similar sources should be used to determine the Program of Record for other site customers.

General Guidance and Ground Rules

Assumption

This guidance assumes that each site has internal documented plans that combine NNSA and non-NNSA mission needs with DOE and NNSA budget guidance into realistic, achievable, short and long-term F&I plans to carry out the Program of Record.

Naming Convention

TYSPs are named after the year of the President's Budget whose release triggers the preparation of the TYSP.

Sites

"Site" in this guidance refers to all entities required to submit a TYSP and is not restricted to the seven/eight NNSA sites.

Editorial Standard

In the best TYSPs key points are immediately recognizable to a modestly interested reader in a one-time quick perusal. With a few limited exceptions and a general outline, NNSA does not prescribe specific graphics or other editorial features. Sites, however, are encouraged to exchange ideas and seek an appropriate level of uniformity across their TYSPs. Each site has editorial control of its TYSP within the constraints of this guidance; within that precept, sites are encouraged to work together to develop the optimum balancing of uniformity (which helps the readers of multiple TYSPs) and site unique presentations (which convey more sharply and convincingly each site's unique story). Reviewer comments on editorial items will not cause non-acceptance. Narratives graphics, pictures, and other non-text features shall be prepared in anticipation of being used by local media in their entirety and without the opportunity to comment.

Page Limits

Although page limits are targets and not absolute limits, every editorial effort should be made to stay within them.

Graphics, Pictures and Tables vs. Text

Page limits apply only to text. Sites shall make maximum use of information rich graphics, pictures, and tables to re-enforce key points, but should not use lengthy tables of text to get around the page limitations.

- Sites are encouraged to collaborate with each other to develop shared innovative graphics and other TYSP features.
- A reader should be able to scan a TYSP graphics, not read any of the text, and take away the core messages.
- The key TYSP message is the alignment of real property assets with mission and capabilities. Sites are encouraged to develop innovative ways to communicate this alignment with a few "read at a glance" graphics.
- "Story Board" graphics are an excellent way to communicate progression from the current state to a target future state.
- HQ will print a limited number of TYSPs for key stakeholders and customers. Include front and back covers with graphics and pictures that communicate the core message.

TYSP Narrative Guidance

Pictures

Pictures are critical parts of TYSPs. Sites should use “beautiful” pictures to illustrate accomplishments e.g. repairs, new construction, etc. and “ugly” pictures to illustrate challenges and needs e.g. F&I in need of replacement or repair to be addressed in the Program of Record. Captions should convey the point to be taken away from the picture.

Data Sources

The FIMS is DOE/NNSA’s official real property database and shall be the primary source for quantified real property data². Use the most recently available FIMS Snapshot data. Archived prior years’ data reported within the TYSP should be consistent with data from the FIMS year-end “snapshot” taken for asset information, maintenance, deferred maintenance, and utilization data.

Document Classification

The TYSPs as submitted should be releasable to the public without redaction. Sites should not rely on HQ classification review to prevent release of sensitive or classified information and should ensure that this information is not included in the document. Site-generated information in TYSPs should be information sites would release to the public without requesting permission from higher authority. Preparation of TYSPs requires careful balancing of the public’s right to know with the Government’s need to protect sensitive information. The overarching principle is that TYSPs should inform the general public to the greatest extent possible by communicating information generally recognized as releasable to the public.

FOIA

During development of the TYSPs they are presumed to be protected by FOIA Exemption 5 – Predecisional Information. The NNSA HQ will review and approve TYSPs for public release. The NNSA management may share TYSPs with members of Congress and other key external stakeholders prior to public release. Accepted TYSPs will be shared with the general public in accordance with the Stipulated Order in the case of Nuclear Watch New Mexico v. DOE/NNSA, Civil No. 06-221 BB/WPL.

Submission

Submit TYSPs and signed letters of transmittal electronically to NA-00-20. Retain original documents in site records and dispose of them according to site records management systems. Hard copies are no longer required. NA-00-20 will provide further distribution within NNSA and DOE. After approval sites are encouraged to provide their TYSPs to local press and stakeholders and to post them on their public websites.

References

TYSPs shall be consistent with current DOE/NNSA Policies and Orders and the following references:

- Executive Order 13327, “Federal Real Property Asset Management”
- Executive Order 13423, “Strengthening Federal Environmental, Energy, and Transportation Management”
- Executive Order 13514, “Federal Leadership in Environmental, Energy, and Economic Performance”
- Federal Real Property Council (FRPC) Data Reporting Requirements
- DOE O 413.3B, Program and Project Management for the Acquisition of Capital Assets
- DOE O 430.1B, Real Property Asset Management
- DOE O 436.1, Departmental Sustainability

² FIMS data has been and will continue to be releasable in response to FOIA requests.

TYSP Narrative Guidance

- Most recent Department of Energy (DOE) Strategic Plan
- Most recent Department of Energy (DOE) Strategic Sustainability Performance Plan (SSPP)
- Most recent NNSA Strategic Plan
- Annual “Stockpile Stewardship and Management Plan” (SSMP)
- Most recent version of the Site Sustainability Plan (SSP)
- Most recent version of the Defense Programs determination of mission dependencies
- S-1 memo, Installation of Cool Roofs on Department of Energy Buildings, June 1, 2010
- S-2 memo, Setting an Average Office Space Standard, October 13, 2011
- DOE P 141.1, Department of Energy Management of Cultural Resources
- Freeze the Footprint memo, OMB Management Procedures Memorandum No. 2013-02, dated March 14, 2013

Basic Process

Preparation

All sites should prepare and approve TYSPs according to local processes and procedures. The NNSA anticipates that at sites operated by M&O contractors, the M&O staff, in collaboration with Federal field office personnel would prepare the site TYSP according to local practices and policies. The field office manager must approve the final TYSP and submit it electronically to NA-00-20. Digital signatures consistent with site policies and practices are acceptable. Federal entities should develop local procedures along these lines and submit TYSPs to NA-00-20.

Sites are encouraged to take full advantage of the stability of this guidance and the inertia of plans that target long term goals. Although TYSPs are due 60 calendar days after release of the President’s Budget, sites are encouraged to take full advantage of the entire year to spread out work and to protect as much of the 60 day period as possible for coordination with program offices on development of the TYSP prior to submission.

Internal Process Controls

Sites should ensure TYSPs are managed within a structured document and institutional control framework³. Elements of the document control process should include controlled distribution lists, formal review and acceptance of the pre-decisional document and proposed out of cycle changes, and formal disposition of comments. Requests for and acceptance of changes to the TYSPs shall be via formal memorandum. Distribution of accepted changes is the responsibility of the requesting site.

Review and Acceptance

Sites are encouraged to submit preliminary TYSP drafts for review and comment and to discuss with HQ program offices the content being considered for TYSPs. NA-00-20 will provide final TYSPs to program officials⁴ for review and assemble/integrate their comments. Major comments (deviations from the Program of Record that would significantly misinform internal or external customers) will cause TYSPs to be returned to sites for corrections. Minor comments (all other comments) will be collected and shared via email or other informal channels. Reports with only minor comments will be recommended to NA-00 for acceptance without revision. NA-00-20 will provide sites with a list of program office POCs; sites are encouraged to work with these POCs to avoid major comments.

³ Creation of special TYSP administrative processes is not required. Sites may adapt existing processes with these attributes or create a new process as they see fit.

⁴ Generally, program official means the highest level official accountable for meeting program goals.

TYSP Narrative Guidance

Schedule

Sites shall submit their annual TYSP 60 days after release of each President's budget.

Schedule	Activity/Deliverable	Owner/Lead
Per White House decision	President's Budget submitted to Congress. Initial programmatic decisions made for subsequent PPBE	DOE/NNSA HQ
60 days after President's Budget Issued*	Narrative TYSP electronic versions submitted to HQ. (FY 2014 submissions will be submitted 60 days after issuance of TYSP guidance.)	Field Offices
30 days after receipt of TYSPs	NNSA Headquarters acceptance of TYSPs or transmittal of comments to sites.	NNSA HQ
30 days after receipt of comments on rejected TYSPs	Revised TYSPs submitted to HQ. (If necessary)	Field Offices
60 days after acceptance	Publication of TYSPs on NNSA public website	NNSA HQ

*For FY 2014 only, the TYSPs are due 60 days after release of this guidance.

PART 2 – Content Guidance

The TYSPs shall describe implementation of the Program of Record for all NNSA program areas including Infrastructure and Operations (NA-00), Defense Programs (NA-10), Nuclear Non-proliferation (NA-20), Emergency Operations (NA-40), Defense Nuclear Security (NA-70), and Counterterrorism and Counter Proliferation (NA-80) and for non-NNSA work at the site. The TYSPs should communicate the alignment of NNSA’s real property assets with core capabilities and mission and program requirements, follow the outline below and use the templates provided in the Appendices:

- Section 1. Executive Summary (No template, 3 pages)
- Section 2. Site Overview and Snapshot (Appendix F, 1 page)
- Section 3. Assumptions (No template, 1 page)
- Section 4. Changes from Prior Year TYSP (No template, 1 page)
- Section 5. Future Vision and Core Capabilities (No template, 1 page per capability)
- Section 6. Real Property Asset Management (Appendix G, 4 pages)

The number of pages identified for each section is a maximum exclusive of non-text material such as pictures, graphics, and tables. In addition to the requirements of Part 1 – *General Requirements*, TYSPs shall be consistent with data reported in FIMS.

Section 1 – Executive Summary

The most important message conveyed in TYSPs is how attainment of the Program of Record’s infrastructure goals sustains core capabilities and meets mission commitments. The Executive Summary should be written at a high level to discuss this core message, prior year accomplishments, the current state of the site, changes from previous years, and plans throughout the ten year planning horizon. The Summary should describe any mitigating actions being taken to manage the infrastructure risk to mission. The Executive Summary should include all main “take aways.” This section is limited to 3 pages.

Section 2 – Site Overview and Snapshot

Provide a top-level summary demonstrating the alignment of real property assets with mission, core capabilities, and program requirements. Identify the site’s location, history, a list of current core capabilities⁵, overall budget including multi-program information, a general profile of the technical and support staff, and a brief description of the primary contractor organization(s). Complete the “Site Overview and Snapshot” template in Appendix F. This section is limited to 1 page.

Section 3 – Assumptions

Provide any assumptions that are not addressed within the Program of Record. This section is limited to 1 page.

⁵ As defined in Appendix C

Section 4 – Changes from Prior Year TYSP

Provide a summary explanation of key changes from the last TYSP. This section is limited to 1 page.

Section 5 – Future Vision and Core Capabilities

This section contains the critical message that attainment of the Program of Record's infrastructure goals sustains core capabilities and meets mission commitments. This section has tight page limits to encourage concise, well written narratives – the most effective editorial strategy may be to rely on graphics for the main message with text guiding the reader between graphics and reiterating key points. Sites are encouraged to develop “story board” presentations to communicate the development over time among the current state, the tactical planning horizon, and the strategic planning horizon. These “story board” presentations could include before and after site maps and other graphics showing progress toward key site infrastructure goals along the timelines of the Program of Record.

For each core capability address the tactical planning horizon (FYNSP plus five years). The site's tactical and strategic visions should be consistent with the Program of Record and provide more specifics than the Program of Record to help external stakeholders understand what the Program of Record means at the site. This section is limited to 1 page for each capability discussing the tactical planning horizon and a brief description of the strategic planning horizon.

Tactical Planning Horizon (FYNSP of President's Budget + 5 years)

Identify future NNSA mission, programs and workload by time period, duration of activity and infrastructure per the Program of Record. Specifically address what will be done to/with the site's real property assets to implement the Program of Record. Discuss how the site will manage core operations and ancillary support functions such as administration, security and other site services and contracts to meet high level Administration goals such as consolidation of operations and footprint reduction.

Strategic Planning Horizon (FYNSP of President's Budget + 20 years)

Discuss as appropriate and relate future NNSA mission, programs and workload to the infrastructure plans of the Program of Record for the 25 year planning horizon.

If a site has missions or work that fall outside the core capabilities, the site has the option to discuss those efforts in this section using 1 page per capability per planning horizon.

Section 6 – Real Property Asset Management

Provide a brief discussion (see Appendix G for a template) of the site's footprint management and gross square feet reduction, future space plans, facility condition, maintenance, and security infrastructure as discussed in the Program of Record.

Site Footprint (Current and Future)

Address changes in all real property including fee simple land holdings, in grants (leases, easements and permits from another entity for NNSA use), and out grants (leases, easements and permits to another entity for that entity's use) to implement the Program of Record.

Current: Provide a brief statement of current footprint quantities: DOE Owned, DOE Leased, Contractor Leased, etc. Include all real property, including fee simple land holdings, in grants, and out grants.

Future: Discuss how the site's footprint changes over the next ten years to meet the Administration's goals for footprint reduction. Identify at a high level the real property assets eligible or potentially eligible for excess and disposition and discuss how O&M costs and mission capabilities will be impacted. Describe plans for eliminating leases that are not cost effective as well as plans for retaining existing leases or acquiring new leases. Describe plans for consolidation of facilities to reduce footprint. Describe plans to transfer out grants to their users where NNSA has no reasonable expectation of a future need for the asset. Address differences between DOE/NNSA Leases vs. Contractor Leases. Discuss the impacts of "Freeze the Footprint" in the infrastructure plans.

Provide a stacked bar graph to show the breakdown of ownership from the present to the strategic planning horizon (See Appendix H for a template). Include all real property, including fee simple land holdings, in grants, and out grants.

Facility Condition

Discuss the condition of Mission Critical (MC), Mission Dependent Not Mission Critical (MD), and Not-Mission Dependent (NMD) real property assets and their expected condition over the next ten years. Discuss how operations, maintenance, life extension and line item funding will be used to meet real property goals.

DM Reduction

Discuss the site's approach to deferred maintenance calculation, facility condition assessments, and current and projected deferred maintenance, impact to MC/MD/NMD facilities, etc. Provide a stacked bar graph to show the actual DM in previous years and the projected DM by Mission dependency for the FYNSP period. Include the FCI. (See Appendix I for a template).

Space Utilization and Consolidation

Describe the process for completing site utilization surveys and consolidation studies while highlighting site space planning principles and space planning criteria.

Sustainability/Energy

DOE's SSPP outlines the broad goals and strategies for meeting the requirements of environmental and energy regulations, statutes, Executive Orders and DOE policy. The SSPs annually describe how each site will meet sustainability requirements and goals. NNSA develops an annual Composite Sustainability Plan based on the SSPs to include planned actions and program budget allocations as appropriate (as required by DOE O 436.1) and NNSA's managerial approach for addressing and meeting the sustainability goals in DOE's SSP. The SSP and the NNSA's Composite Sustainability Plan are the primary sources for NNSA sustainability status and plans - the TYSP shall summarize at a high level how each site will meet sustainability/energy goals and only include items or decisions that reflect the Program of Record and path forward for the site.

APPENDIX A – NNSA Missions

This table is provided for reference. NNSA is responsible for the management and security of the nation’s nuclear weapons, nuclear non-proliferation and naval reactor programs. It also responds to nuclear and radiological emergencies in the United States and abroad. Additionally, NNSA Federal agents provide safe and secure transportation of nuclear weapons and components and special nuclear materials along with other missions supporting the national security. This appendix captures the NNSA missions as of the data of this guidance. Sites should refer to the most recent NNSA Strategic Plan for the latest description of NNSA missions.

Code	Mission	Description
M1	Managing the Stockpile	<p>Maintaining the safety, security and effectiveness of the nuclear deterrent without nuclear testing - especially at lower numbers – requires increased investments across the nuclear security enterprise.</p> <p>Program elements include the following:</p> <ul style="list-style-type: none"> • Design and build 21st Century uranium and plutonium processing facilities • Ensure the capabilities to complete ongoing Lifetime Extension Programs • Strengthen science, technology and engineering base • Reinvest in the scientists and engineers who perform the mission
M2	Preventing Proliferation	<p>Reducing the global nuclear threat by detecting, securing, safeguarding, disposing and controlling nuclear and radiological material, as well as promoting the responsible application of nuclear technology and science. To accomplish this mission, the Office of Defense Nuclear Nonproliferation works closely with a wide range of international partners, key U.S. federal agencies, the U.S. national laboratories, and the private sector.</p> <p>Program elements include the following:</p> <ul style="list-style-type: none"> • Removing and securing dangerous nuclear and radiological material and encouraging indigenous capability • Research and development of technologies to detect proliferation and monitoring treaty obligations • Providing leadership nuclear safeguards and security, nuclear controls, nuclear verification and nuclear nonproliferation policy • Working cooperatively with international partners to secure and eliminate potentially vulnerable nuclear weapons and weapons-usable material • Strengthen the capability of foreign governments to deter, detect, and interdict illicit trafficking in nuclear and other radioactive materials • Working to dispose of fissile materials
M3	Powering the Nuclear Navy	<p>Providing militarily effective nuclear propulsion plants and ensures their safe, reliable and long-lived operation.</p> <p>The Naval Nuclear Propulsion Program comprises the military and civilian personnel who design, build, operate, maintain, and manage the nuclear-powered ships and the many facilities that support the U.S. nuclear-powered naval fleet. The Program has cradle-to-grave responsibility for all naval nuclear propulsion matters. Program responsibilities are delineated in Presidential Executive Order 12344 of February 1, 1982, and prescribed by Public Laws 98-525 of October 19, 1984 (42 USC 7158), and 106-65 of October 5, 1999 (50 USC 2406).</p> <p>Program elements include the following:</p> <ul style="list-style-type: none"> • Research, development, and support laboratories. • Contractors responsible for designing, procuring, and building propulsion plant equipment. • Shipyards that build, overhaul, and service the propulsion plants of nuclear-powered vessels. • Navy support facilities and tenders. • Nuclear power schools and Naval Reactors training facilities. • Naval Nuclear Propulsion Program Headquarters and field offices.

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Code	Mission	Description
M4	Emergency Response	<p>Ensuring that capabilities are in place to respond to any NNSA and Department of Energy facility emergency. It is also the nation's premier responder to any nuclear or radiological incident within the United States or abroad and provides operational planning and training to counter both domestic and international nuclear terrorism.</p> <p>Program elements include the following:</p> <ul style="list-style-type: none"> • Planning for Emergencies • Responding to Emergencies • Counterterrorism • International Programs • Emergency Communications • Operations Center • Emergency Operations Training • Continuity Program
M5	Continuing Management Reform	<p>Managing and securing the nation's nuclear weapons, nuclear non-proliferation, and naval reactor programs. It also responds to nuclear and radiological emergencies in the United States and abroad. Additionally, NNSA federal agents provide safe and secure transportation of nuclear weapons and components and special nuclear materials along with other missions supporting the national security.</p>
M6	Recapitalizing Our Infrastructure	<p>Investing in the transformation of the nuclear weapons complex into the nuclear security enterprise needed to meet future stockpile needs.</p>

APPENDIX B – NNSA Programs

Sites should refer to Volume II of the latest President's budget for the current NNSA programs.

Appendix C – NNSA Core Capabilities

To align core capabilities across planning documents within NNSA the following table shall be used to identify core capabilities.

Core Capability Code	Function	Examples
C1	Design, Certification, Testing, Experiments, Surveillance and ST&E base	Life extension design support certifications; Surveillance and assessments of warheads; Computational Science; Testing and experiments to support stockpile certification & surveillance.
C2	Plutonium	Plutonium R&D, manufacturing, storage, and radioactive waste disposition.
C3	Uranium	HEU R&D, manufacturing, storage, and radioactive waste disposition.
C4	Trillium	Trillium R&D, manufacturing, and storage.
C5	High Explosives	High Explosives R&D, production, storage, and disposition.
C6	Non-nuclear	Component R&D, and component production.
C7	Weapons Assembly/Disassembly	Assembly cells and bays, weapon surveillance, NDE operations.
C8	Transportation	Safe and secure transport of nuclear weapons, components, and materials to meet projected DOE, DoD, and other requirements
C9	Special Nuclear Material Accountability, Storage, Protection, Handling and Disposition	Storage, security protection, and handling of nuclear material and weapon components.
C10	Enabling Infrastructure	Utility services including HVAC, electrical, fire main, etc.
C11	Counterterrorism & Counter-Proliferation	Expertise regarding Improvised Nuclear Devices, proliferant foreign and non-U.S. stockpile weapon design and assessment activities as they relate to nuclear terrorism, counter proliferation and national render safe activities.
C12	Support of Other Mission / Program Capability	Support of other mission or program capability. (Including work for others.)
C13	Federal Management and Oversight	Operations of Headquarters and field offices. Does not include operations of the Office of Secure Transportation.
C14	Reserve Real Property Assets	Assets held in reserve, vacant or retained for future use and currently being maintained e.g. not excess.

APPENDIX D – NNSA Special Interest Activities

This table is provided for reference.

Code	Special Interest	Description
CWE	Collaborative Work Environment	Projects to protect critical skills by creating an innovative and competitive work environment for scientists, engineers, technicians and other professional staff and/or to address human factors to enhance performance, productivity and product timeliness/quality. Examples include: <ul style="list-style-type: none"> • Collaborative Work Environments • Teleworking/hoteling centers • Cutting edge interactive technology • Fitness Centers • Cafeterias
ENV	Environment	Projects that improve confidence in the ability to control the impact of operations on the environment, even if the project is not specifically required by environmental regulations, court orders, statutes, and other requirements.
EO	Emergency Operations	Projects that enhance the capability to manage emergencies inclusive of property, people and offsite consequences with the exception of fire.
FIR	Fire	Projects improving the ability to detect and respond to fires, including fire stations, fire alarms and fire suppression systems.
HS	Life Safety, and Health	Projects to correct a life safety or health deficiency or which are needed to comply with regulatory or statutory life safety and health mandates.
LR	Legal Requirement /Costly Fines	Projects needed to comply with court orders or which are needed to prevent regulatory fines on the site, NNSA, or DOE.
NP	Natural Phenomena	Projects that improve the ability of facilities to withstand natural phenomena such as earthquakes, wild fires and flooding other than those subject to 10 CFR 830 requirements.
NUC	Nuclear Safety	All projects with radiological or nuclear safety aspects, including projects subject to 10 CFR 830 requirements, projects requiring unresolved nuclear safety question determination, projects affecting the ability to manage radiological material and projects requiring radiological work permits at any time during execution.
SEC	Security	Projects specifically supporting the security mission.
SY	Sustainability	Projects justified primarily by meeting requirements identified in approved SSP's or DOE's SSPP. Does not use if other needs justify the project and the sustainability benefit is collateral to the primary justification.
WPS	Weapons Operations	Projects essential to or which improve the ability to fulfill Life Extension Program commitments in a timely, reliable, cost effective manner, including those that enhance the manufacturing and assembly operations; projects essential to or which improve the ability to fulfill commitments to dismantle weapons in a timely, reliable and cost effective manner. Indicate the specific LEP in the notes section.

APPENDIX E – Acronyms

Acronym	Description
ACI	Asset Condition Index
ALT	Alternative Financing
AM	Actual Maintenance
ASC	Advanced Simulation and Computing
BO	Beneficial Occupancy
CSA	Canned subassembly
CFO	Chief Financial Officer
CWG	Construction Working Group
DM	Deferred Maintenance
DNS	Defense Nuclear Security
DoD	Department of Defense
DOE	Department of Energy
DSW	Directed Stockpile Work
E	Expense
EMIP	Energy Modernization and Investment Program
EO	Executive Order
ES&H	Environmental, Safety and Health
F&I	Facility and Infrastructure
FCI	Facility Condition Index
FIMS	Facilities Information Management System
FOIA	Freedom of Information Act
FOUS	Facility Operations and User Support
FRPC	Federal Real Property Council
FY	Fiscal Year
FYNSP	Future Years National Security Plan Program
GPP	General Plant Project
gsf	Gross Square Feet
HED	High-Energy Density
HEDP	High-Energy Density Physics
HQ	Headquarters
IC	Integrated Codes
ICF	Inertial Confinement Fusion
IFI	Integrated Facilities and Infrastructure
IGPP	Institutional General Plant Project
ILI	Infrastructure Line Items
KCP	Kansas City Plant
LANL	Los Alamos National Laboratory
LEP	Life Extension Program
LI	Line Item
LLNL	Lawrence Livermore National Laboratory
MC	Mission Critical
MC&A	Materials Control and Accountability
MD	Mission Dependent Not Mission Critical

Acronym	Description
M&O	Management and Operations
NCTIR	Nuclear Counterterrorism Incident Response
NMD	Not Mission Dependent
NNSA	National Nuclear Security Administration
NNSS	Nevada National Security Site
NPO	National Production Office
NPR	Nuclear Posture Review
NSE	Nuclear Security Enterprise
O&M	Operation and Maintenance
OAPM	Office of Acquisition and Project Management
OPC	Other Project Costs
OST	Office of Secure Transportation
PARS	Project Analysis and Reporting System
PE&D	Project Engineering and Design
PPBE	Planning, Programming, Budgeting and Execution
PSN	FIMS Real Property Unique ID (Property Sequence Number)
PX	Pantex Plant
ROD	Record of Decision
RPAM	Real Property Asset Management
RPV	Replacement Plant Value
SF6	Sulfur hexafluoride
SNL	Sandia National Laboratories
SRS	NNSA - Savannah River Site
SSMP	Stockpile Stewardship and Management Plan
SSP	Site Sustainability Plan
SSPP	Strategic Sustainability Performance Plan
STA	Secure Transportation Asset
STARS	Standard Accounting and Reporting System
TPC	Total Project Cost
TYSP	Ten Year Site Plan
WMD	Weapons of Mass Destruction
Y-12	Y-12 National Security Complex

APPENDIX F – Site Overview and Snapshot Template

Location: [City, State]
 Type: [Single or Multi]-Program [Site or Laboratory]
 Website: [http address]
 Site Overview:

Contractor Operator: [Company Name]
 Responsible Field Office: [Name]
 Site Manager: [Name]

[Please use this area to describe the site, the background and history, the current capabilities and future uses.]

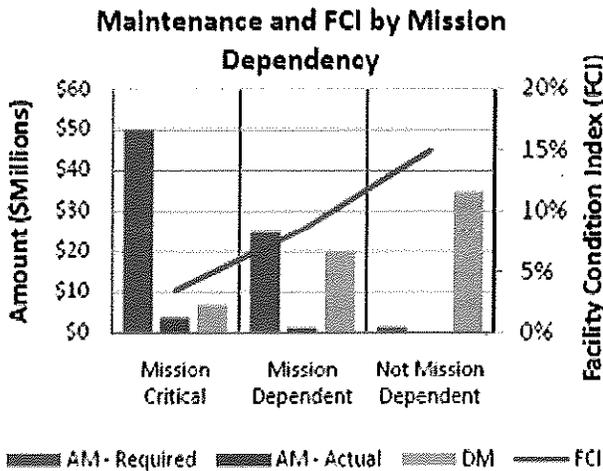
Real Property:

____ Acres (Leased/Owned)
 ____ Buildings/Trailers
 ____ gsf Active & Operational
 ____ gsf Non-Operational
 ____ gsf Leased

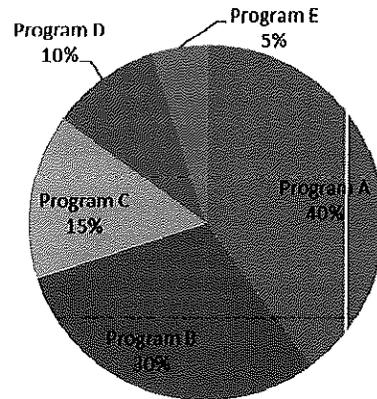
Replacement Plant Value: \$ ____
 Deferred Maintenance: \$ ____
 Facility Condition Index: ____
 Mission Critical: ____ %
 Mission Dependent: ____ %
 Asset Utilization Index (Overall): ____ %

FY20XX Funding by Source:

FY20XX Total Site Operating Cost: \$ ____M
 FY20XX Total NNSA Funding: \$ ____M
 FY20XX Total DOE (non-NNSA) Funding: \$ ____M
 FY20XX Total Other Funding: \$ ____M



FY20XX Funding Programs



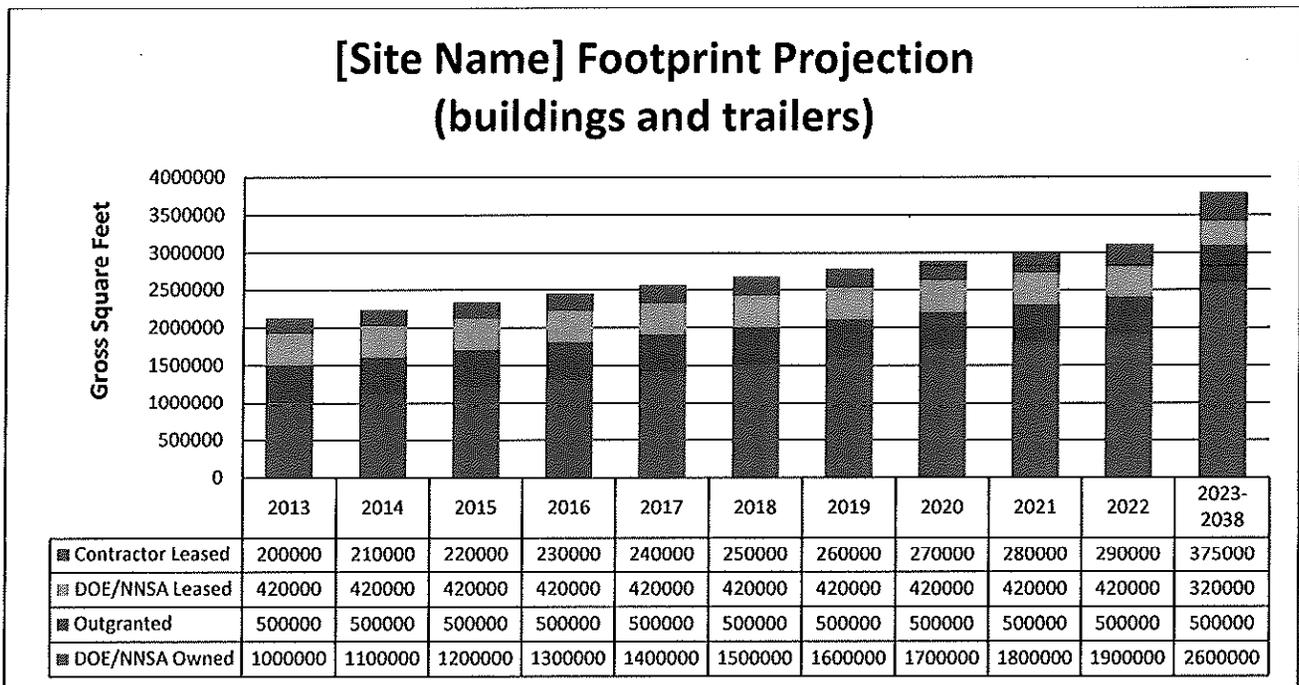
APPENDIX G – Real Property Asset Management Template

[Provide text here]

Replacement Plant Value (RPV)		\$				Million
Total Deferred Maintenance (DM)		\$				Million
Site Wide Facility Condition Index (FCI)						
		Facility Condition Index (FCI)	Asset Condition Index (ACI)	Asset Utilization Index (AUI)	# of Assets	Gross Square Feet (GSF) Buildings & Trailers (000s)
Mission Dependency	Mission Critical					
	Mission Dependent					
	Not Mission Dependent					
Facility Use	Office					
	Warehouse					
	Laboratory					
	Housing					

APPENDIX H – Site Footprint (Current & Future) Template

[Provide text here]



APPENDIX I – Deferred Maintenance & Facility Condition Index Template

[Provide text here]

