

Appendix 15

REV. 4

G-FSP-G-00015

**Functional Service Agreement Between
Savannah River Nuclear Solutions, LLC
and
Savannah River Remediation, LLC**

Public Affairs Services

October 1, 2014

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1.0 INTRODUCTION

This Functional Service Agreement, Appendix 15 of Memorandum of Agreement (G-MOA-G-00002) describes the service exchange between the Savannah River Site (SRS) Site Management and Operations (M&O) contractor, Savannah River Nuclear Solutions LLC (SRNS) and Savannah River Remediation LLC (SRR).

This appendix describes the baseload work to be provided. Programmatic responsibilities for the Site as well as certain tasks related to ensuring/interpreting program effectiveness, and activities are considered to be part of Site Landlord and Site Services. Task-related activities outside of the agreed upon services documented in this FSA will be documented as part of the Service Level Agreements (SLAs).

The parties agree to review this FSA at least annually and revise it if changes are needed as determined by both parties.

Unless otherwise noted in this document, the services described do not apply to SWPF/Parsons.

2.0 POLICIES, PROCEDURES, AND MANUALS

The following policies, procedures, and manuals will be maintained for the Site by SRNS.

The following SRNS procedures and policies apply when services are provided:

| Manual Number | Manual Title | Applicable Sections |
|---------------|--|---------------------|
| 1-01 | MP 1.10 Employee Communications | All |
| 1-01 | MP 1.13 Release of Information to the Public | All |
| 1-01 | MP 4.26, National Historic Preservation Act (NHPA) | All |

3.0 CODES AND STANDARDS

DOE Order 5500.4, "Public Affairs Policy and Planning Requirements for Emergencies"

36 CFR Part 800, Sections 106 and 110(f), *Protection of Historic Properties*

SRS's Cold War Built Environment Cultural Resources Management Plan, Volume One, 1/26/2005 Programmatic Agreement, SRS Cold War Built Environment, 2004

4.0 PUBLIC AFFAIRS SERVICES

SRNS will coordinate site and public tours as directed by U.S. Department of Energy (USDOE), which includes coordination, badging and security actions, and access control. SRNS provides guides/speakers, briefings and brochures and maps (or other handouts) where appropriate when the tour involves the SRNS work scope. SRR will provide support to SRNS and/or USDOE for site public tours when the tour involves SRR work scope. SRR will conduct tours that involve only liquid waste facilities.

SRNS will be responsible for management of the site's audiovisual equipment subcontract, which maintains the USDOE inventory. SRNS will be responsible for budgeting for inventory upgrades.

SRNS will be responsible for design of external documents and the content, design, and maintenance of the site's main website at srs.gov, and will, upon request, ensure that web content generated by SRR is linked appropriately to that main site.

SRNS will make best efforts to notify and allow SRR to review external communications referencing SRR and High Level Waste Operations.

SRNS will be responsible for sending any internal communications that apply to the entire SRS population to the SRR Communications Department for dissemination to SRR employees. SRNS will be responsible for all archival photo and video footage that applies to the entire SRS. Specifically, SRNS will retrieve and provide archival footage to SRR upon request given adequate lead time.

5.0 INTERFACE CONTROL INFORMATION

All interface control information is stated in Section 4.0 Public Affairs Services of this document.

6.0 SERVICE UNIT INFORMATION

For SRR, see Section 6 and the Attachment 1 of this MOA (G-MOA-G-00002).

7.0 POINTS OF CONTACT

Both parties shall assign single Points of Contact (POC) who will be responsible for coordinating and administering all matters related to this agreement. All requests for services shall flow through these POCs (or their functional designees). The POCs for this agreement are:

SRNS: Janet Griffin, Public Affairs Department

SRR: Amy Joslin, Public Affairs and Project Department

8.0 APPROVALS

SRNS: 
Teresa Haas

9-24-14
Date

SRR: 
Amy Joslin

9.24.14
Date