
APPENDIX 4

**G-FSP-G-00027
REV. (3)**

**Functional Service Agreement between
Savannah River Nuclear Solutions, LLC
and
Centerra Group, LLC
for
Government & Community Relations**

June 30, 2017

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1.0 INTRODUCTION

This Functional Service Agreement, appendix 4 of Memorandum of Agreement (G-MOA-G-00010) describes the service exchange between Savannah River Site (SRS and/or the Site) Management and Operating (M&O) contractor, Savannah River Nuclear Solutions, LLC (SRNS) and Centerra Group, LLC.

This appendix describes the Government & Community Relations baseline work to be provided. Included may be, programmatic responsibilities for the Site, as well as certain tasks related to monitoring program effectiveness and activities considered to be part of Site Landlord Services. Task-related activities that are requested will be documented in this Functional Services Agreement (FSA) as defined in CO direction to SRNS.

The parties agree to review this FSA periodically (not to exceed a period of two years) and revise it if changes are needed as determined by both parties.

2.0 POLICIES, PROCEDURES, AND MANUALS

The SRNS Director of Government & Community Relations, or her designee, is responsible for coordinating the overall visitors program, consistent with DOE guidance and expectation.

3.0 CODES AND STANDARDS

This heading is not applicable.

4.0 SERVICES

SRNS will coordinate site and public tours as directed by the DOE, including 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 SRNS work scope, or involves general site driving tours.

In general, the protocol for tour coordination, including roles and responsibilities, is as follows:

SRNS Government & Community Relations Department

1. The SRNS Government & Community Relations Department will establish an itinerary for the tour to include a list of visitors, their nationality and clearance, if any, and a point of contact who can be reached for additional information.
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2. When the itinerary and list of visitors is complete, the Government & Community Relations Department will submit the tour package through the DOE Office of External Affairs (OEA) for concurrence.
3. After concurrence by DOE-OEA, the package will be forwarded to the DOE Office of Safeguards, Security and Emergency Services (OSSES) for approval if access control waivers or Centerra Group, LLC at SRS (Centerra-SRS) support has been requested.
 - a. All requests for access control waivers must be approved by the DOE-OSSES prior to the tour.
 - b. Requests for Centerra-SRS support must also be approved in advance by DOE-OSSES. This request must specify the type of support desired from Centerra-SRS, i.e., demonstrations, Law Enforcement escort, static displays.
4. Upon DOE approval, the SRNS Government & Community Relations Department will forward the tour package to the Centerra-SRS External Affairs Office for any required coordination with Protective Force elements.
5. The appropriate Centerra-SRS PF Manager will coordinate with appropriate SRNS facility personnel to ensure area specific security concerns are addressed.
6. Access control waivers into areas with automated access control should be coordinated with SRNS Safeguards, Security and Emergency Services (SS&ES) for Portal Control Unit (PCU) exceptions or Temporary Badge Issuance Station (TBIS) enrollments.

Centerra-SRS External Affairs Office

1. Should Centerra-SRS support of a tour require only notification of field elements, the Centerra-SRS External Affairs Office will accomplish the following actions:
 - a. Contact the affected Director concerning the tour.
 - b. Provide information concerning any DOE approved access control waivers or state that no waivers have been granted.
 2. In the event further involvement by Centerra-SRS is required, the Centerra-SRS External Affairs Office will complete the actions previously stated and will coordinate the following actions as the situation dictates.
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- a. The affected Director will be notified should the tour require:
- I. Law Enforcement escort
 - II. Access control waivers for Barricades 1, 2, 3, 4, 6, 7, 8, 9 or 10 (Shift change only).
 - III. Static displays or demonstrations to be provided by Law Enforcement, Special Response Teams, Canine and / or Aviation Operations.
 - IV. All access control waivers and special support requirements must be identified at the time the director is notified.
 - V. PF personnel required for support of tours will be coordinated by the affected director. This includes Law Enforcement escorts, drivers and personnel required to conduct demonstrations or static displays.
 - VI. Affected Centerra-SRS PF Managers / Majors will coordinate with SRNS SS&ES to ensure area specific security concerns are addressed.

5.0 INTERFACE CONTROL INFORMATION

This section is not applicable.

6.0 POINTS OF CONTACT

Both parties shall assign single Points of Contact (POCs) 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, Community Relations

Centerra-SRS: Robert R. Davis, Communications Officer

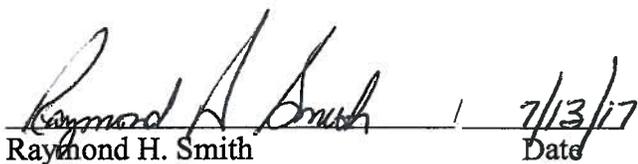
7.0 APPROVALS

 7/13/17

Teresa Haas

Date

Director, Government & Community Relations
Savannah River Nuclear Solutions, LLC

 7/13/17

Raymond H. Smith

Date

Deputy General Manager
Centerra-SRS