

Minutes of the NCSX-DOE IPT Meeting on April 9, 2002

On the teleconference: Warren Marton (DOE-OFES), Chuck Finfgeld (DOE-OFES), Greg Pitonak (DOE-PG), Jim Carney (DOE-CMSD), Gene Nardella (DOE-OFES), Jim Lyon (ORNL), Rich Hawryluk (PPPL), Hutch Neilson (PPPL), and Bob Simmons (PPPL).

Topics of Discussion:

(1) Preparations for CDR (Jim Carney) - Jim indicated that SC has formed a Project Management Improvements Committee and SC's Jim Decker has verbally approved their draft report findings and solutions. One of the solutions was dealing with risk and the three solutions were: (a) A risk assessment should be completed for all projects by the Integrated Project Team before baseline approval and these assessments should be re-visited prior to construction start. (b) The "Lehman Review" process should be modified to include a specific discussion of risk in the management section of the report. (c) Both the mandated "External Reviews" and the SC "Lehman Review" should focus on risk management to identify the level of risk associated with the project baseline.

As a result, risk and steps being taken and/or planned to mitigate risk will be a review issue at the CDR. In response to Project concerns that the charge was being expanded, Greg indicated that he believed that existing documentation (AEP and PEP) address risk, the recent manufacturing studies are an excellent example of both proactive risk mitigation and value engineering, and that the contingency approach planned all address risk. Hutch indicated that risk will be addressed in the Project's documentation and presentations.

Jim indicated that the final invitation letter will soon be sent to the reviewers. Indications are that all can attend. He will also provide the contact list to the reviewers. The Project requested that Hutch or Bob be cc'd on all contacts in order to minimize diversion in the Project CDR preparatations. Jim agreed that he would request that the reviewers keep Hutch or Bob informed of contacts to individual NCSX Team members.

(2) NCSX Scope (Hutch Neilson) - Hutch reviewed the scope table in some detail and the attached sheet reflects comments received. In addition, the Project will attempt to close out the NBI work scope as soon as possible after First Plasma.

(3) Status of NEPA Documentation (Greg Pitonak) - the Project has submitted the Environmental Evluation Notification Form

(EENF) which is the equivalent to the Hazards Analysis called out in the CD-1 documentation requirements. The Project has met with the DOE team and is currently incorporating comments received. It is anticipated that a revised EENF will be submitted within a week. Once the EENF is submitted, an abbreviated EA (much like the NSTX EA) will be prepared.

(4) Status of AEP, PEP, and PES/SOW (Hutch Neilson)- Comments have been received from DOE-PAO on the AEP and both DOE-PAO and DOE-OFES on the PEP. It is noted that the format of the AEP has changed significantly with the issue of the draft DOE Program and Project Management Manual of February 20th. It was agreed that the Project will use this document as the template in revising both the AEP and PEP.

Greg will fax the NSTX Project Definition Statement (PDS), the forerunner to the PES/SOW, to Jim Carney and Bob will e-mail the latest versions of the AEP and PEP to Jim Carney (done). Greg and Warren will advise on the need for the PES/SOW since it appears that with the AEP and PEP, there is some duplication.

The next meeting will be Tuesday, April 23rd at 11:00 am.

If you have comments or corrections, please contact me.

Summary by:
Bob Simmons