



Dane's Desk

USSE2 Transition Update

1/20/2015

Dear Site Operations Support Services Employees,

The USSE2 Transition Team has completed our review of the task orders and provided DOE with our proposals. While we are still in discussion over some minor details, we believe we had enough understanding of the tasks and staffing requirements to finalize our organization. By now you should have been notified of your employment status beginning February 1st, 2015. The hiring packages delivered Friday contain some information relative to respirators that I understand has caused some confusion so I wanted to provide the following from our safety representative for clarification.

“ALL candidates for employment (USSE2) have been provided with the OSHA Respiratory Questionnaire. This mandatory form is for review by the medical provider who will determine your eligibility to wear a respirator. The medical provider will not be conducting the actual fit tests; he/she will be completing the Respiratory Clearance Form only. The completed Respiratory Clearance Form will be provided to the on-site Occ-Med who will conduct fit testing as required.”

We have arranged three options for you to return your completed hire packages. Derek Ross, USSE2 HR, will be in Pittsburgh Building 95, Room 100 on January 23rd, from 10am – 4pm, Vanessa Hatfield will be in our USSE2 corporate office in Research Ridge Monday - Friday 8am – 4:30 pm, and all Albany employees are asked to provide your paperwork to Bob Farrell. We are requesting the paperwork be returned as soon as possible so we can have you entered into our database prior your February 1st hire date.

Lastly many of you are asking about the benefits package we are developing. As I mentioned in an earlier communication, you will enter USSE2 on February 1st with similar coverage and at the same rate as you are today. We will hold this coverage for the month of February. The first week of February, probably February 2-4, we will hold open enrollments where our carrier will present our new benefits package and allow you to choose your coverage. By February 13th, we will have your new information and can then provide you with your cost of coverage going forward to begin in March. Currently we plan to stage these meetings in Morgantown with videoconferencing to Albany and Pittsburgh.

We are nearing the end of transition and while we still have some loose ends to secure, we plan to be ready to hit the ground running on February 1st.

Sincerely,

Dane Anderson
Program Manager, NETL – Site Operations Support Services
USSE2 O&M Services