

**SUPPLEMENTAL DIRECTIVE**

**NNSA SD-150.1**

Approved: 6-30-17

**LINES OF SUCCESSION**

---



**NATIONAL NUCLEAR SECURITY ADMINISTRATION  
Office of Emergency Operations**

---

**CONTROLLED DOCUMENT  
AVAILABLE ONLINE AT:**

<https://nnsa.energy.gov/aboutus/ouoperations/managementandbudget/supplementaldirectives>

**OFFICE OF PRIMARY INTEREST (OPI):  
Office of Emergency Operations**

**printed copies are uncontrolled**

THIS PAGE INTENTIONALLY LEFT BLANK

## **LINES OF SUCCESSION**

---

1. **PURPOSE.** This Supplemental Directive (SD) establishes orders of succession for key positions as required by Department of Energy (DOE) Order 150.1A, *Continuity Programs*.
2. **CANCELLATION.** Business Operating Procedure (BOP)-40.001C, *Lines of Succession*, Admin Change, dated 5-19-16.
3. **APPLICABILITY.**
  - a. **Federal.** The provisions of this policy apply to all NNSA federal employees.
  - b. **Contractors.** Does not apply to contractors.
  - c. **Equivalency.** In accordance with the responsibilities and authorities assigned by Executive Order 12344, codified at 50 United States Code (U.S.C.) sections 2406 and 2511, and to ensure consistency through the joint Navy/DOE Naval Nuclear Propulsion Program, the Deputy Administrator for Naval Reactors (Director) will implement and oversee requirements and practices pertaining to this Directive for activities under the Director's cognizance, as deemed appropriate.
4. **SUMMARY OF CHANGES.** Converted BOP-40.001C to a Supplemental Directive. Revised the Purpose, Background, and Requirements. Restructured the lines of succession for NA-20, NA-80, and NA-GC-1; added line of succession for NA-30; modified the titles for positions under NA-MB-1.
5. **BACKGROUND.** Presidential Policy Directive 40 (PPD-40), *National Continuity Policy*, directs the Secretary of Homeland Security through the Administrator of the Federal Emergency Management Agency (FEMA) to coordinate the implementation, execution, and assessment of continuity activities among executive departments and agencies. Federal Continuity Directive 1 (FCD-1) implements this requirement by establishing the framework, requirements, and processes to support the development of departments and agencies continuity programs and by specifying and defining elements of a continuity plan.

Among the requirements for an agency's continuity plan is the establishment of a line of succession. Orders of succession are formal and sequential listings of positions (rather than specific names of individuals) that identify who is authorized to assume a particular leadership or management role under specific circumstances.

This SD fulfills NNSA's requirement to establish a line of succession for both the Administrator and for the program offices within NNSA.

## 6. REQUIREMENTS.

- a. Any official performing the essential functions pursuant to this succession order, during the period of service under this order, will exercise all authority vested by law in the identified position necessary to ensure NNSA essential functions are performed.
- b. No individual serving in an acting capacity in one of the positions identified below is included in this line of succession unless specifically designated in writing. The order of succession will skip any individual in an acting capacity and move to the next individual that is not in an acting capacity.
- c. The line of succession included herein does not preclude the Administrator, Principal Deputy Administrator, Deputy Administrators, Associate Administrators, or the General Counsel, as appropriate, from designating in writing an official chosen to perform selected routine responsibilities while temporarily on scheduled travel or leave.
- d. In the event that NNSA's main facility is compromised and Headquarters personnel are unavailable or incapable of deploying to the Germantown Alternate Operating Facility, the Devolution of Control and Direction contained in the DOE Continuity of Operations (COOP) Plan will become effective. In this situation, Headquarters senior leadership, their responsibilities, and essential functions will devolve to a position at a designated Devolution of Operations site, as identified with an asterisk (\*) in the Lines of Succession below. If a site or position has not been identified, the NNSA Albuquerque Complex is the NNSA Devolution Site.

## 7. LINES OF SUCCESSION.

- a. Administrator. In the event the Administrator is unable to perform the functions and duties of the office, the following officials, in the order indicated, shall perform the functions and duties temporarily, until someone is appointed or the absence or disability ceases:
  - (1) Principal Deputy Administrator
  - (2) Deputy Administrator for Defense Programs
  - (3) Deputy Administrator for Defense Nuclear Nonproliferation
  - (4) Deputy Administrator for Naval Reactors<sup>1</sup>
  - (5) Chief of Staff

---

<sup>1</sup> In accordance with 10 U.S.C. 973(b)(2)(A)(ii) any naval officer serving in the position of Deputy Administrator for NR may not hold, or exercise the functions of the Administrator; however, any civilian Deputy Administrator for NR may hold, or exercise the functions of the Administrator.

- (6) Associate Administrator for Management and Budget
- (7) Associate Administrator for Safety, Infrastructure and Operations
- (8) Associate Administrator for Acquisition and Project Management
- (9) Associate Administrator and Deputy Under Secretary for Counterterrorism and Counterproliferation
- (10) Associate Administrator for Emergency Operations
- (11) General Counsel
- (12) Principal Assistant Deputy Administrator (ADA) for Defense Programs
- (13) Principal ADA for Defense Nuclear Nonproliferation
- (14) Associate Administrator for Defense Nuclear Security
- (15) Associate Administrator for Information Management and Chief Information Officer
- (16) ADA for Secure Transportation\*

b. Deputy Administrator for Defense Programs (NA-10). In the event the Deputy Administrator is unable to perform the functions and duties of the office, the following officials, in the order indicated, shall perform the functions and duties temporarily, until someone is appointed or the absence or disability ceases:

- (1) Principal ADA for Military Applications
- (2) Principal ADA for Defense Programs
- (3) ADA for Stockpile Management
- (4) ADA for Major Modernization Programs
- (5) ADA for Research, Development, Test and Evaluation
- (6) ADA for Strategic Partnership Programs
- (7) ADA for Decision Support
- (8) ADA for Secure Transportation\*
- (9) ADA for Systems Engineering and Integration

**Note:** The Principal Assistant Deputy Administrator for Military Application (PADAMA), a position filled by an active duty military officer, for the reasons

described above (10 U.S.C. 973(b)(2)(A)(ii)), may not hold, or exercise the functions of the Administrator. This statutory provision does not prevent the PADAMA from acting as Deputy Administrator for Defense Programs, since in accordance with the *Federal Vacancies Reform Act*, the PADAMA is the first assistant to that position and authorized to serve as acting when the Deputy Administrator for Defense Programs becomes vacant.

- c. Deputy Administrator for Defense Nuclear Nonproliferation (NA-20). In the event the Deputy Administrator is unable to perform the functions and duties of the office, the following officials, in the order indicated, shall perform the functions and duties temporarily, until someone is appointed or the absence or disability ceases:
- (1) Principal ADA for Defense Nuclear Nonproliferation
  - (2) Chief of Staff and Operations
  - (3) ADA for Global Material Security
  - (4) ADA for Defense Nuclear Nonproliferation Research and Development
  - (5) ADA for Material Management and Minimization
  - (6) ADA for Nonproliferation and Arms Control
  - (7) Supervisory General Engineer, Albuquerque Complex\*
- d. Deputy Administrator for Naval Reactors (Director) (NA-30). In the event the Director is unable to perform the functions and duties of the office, the following officials, in the order indicated, shall perform the functions and duties temporarily, until someone is appointed or the absence or disability ceases:
- (1) Deputy Director
  - (2) Senior Section Head
  - (3) Senior Shipyard Field Representative
  - (4) Senior Laboratory Representative

**Note:** 10 U.S.C. 973(b)(2)(A)(ii) provides that, except as otherwise authorized by law, an active duty officer may not hold, or exercise the functions of, a civil office in the Government of the United States that requires an appointment by the President, by and with the advice and consent of the Senate (PAS). Therefore, any Naval officer serving in the positions above may not hold, or exercise the functions of the Deputy Administrator for Naval Reactors, a PAS position.

- e. Associate Administrator for Emergency Operations (NA-40). In the event the Associate Administrator is unable to perform the functions and duties of the office, the following officials, in the order indicated, shall perform the functions and duties temporarily, until someone is appointed or the absence or disability ceases:
- (1) Deputy Associate Administrator for Emergency Operations
  - (2) Director, Office of Plans and Policy
  - (3) Director, Office of Consolidated Emergency Operations Center
  - (4) Director, Administration, Finance and Acquisition
  - (5) Director, Office of Operations and Exercises
- f. Associate Administrator for Safety, Infrastructure and Operations (NA-50). In the event the Associate Administrator is unable to perform the functions and duties of the office, the following officials, in the order indicated, shall perform the functions and duties temporarily, until someone is appointed or the absence or disability ceases:
- (1) Principal Deputy Associate Administrator for Safety, Infrastructure and Operations
  - (2) Deputy Associate Administrator for Safety
  - (3) Deputy Associate Administrator for Infrastructure
  - (4) Deputy Associate Administrator for Enterprise Stewardship\*
- g. Associate Administrator for Defense Nuclear Security (NA-70). In the event the Associate Administrator is unable to perform the functions and duties of the office, the following officials, in the order indicated, shall perform the functions and duties temporarily, until someone is appointed or the absence or disability ceases:
- (1) Deputy Associate Administrator for Defense Nuclear Security
  - (2) Director, Office of Security Operations and Programmatic Planning
  - (3) Director, Office of Resource Management and Mission Support
  - (4) Director, Office of Personnel and Facility Clearances and Classification\*

- h. Associate Administrator and Deputy Under Secretary for Counterterrorism and Counterproliferation (NA-80). In the event the Associate Administrator and Deputy Under Secretary is unable to perform the functions and duties of the office, the following officials, in the order indicated, shall perform the functions and duties temporarily, until someone is appointed or the absence or disability ceases:
- (1) Deputy Associate Administrator for Counterterrorism and Counterproliferation
  - (2) Director, Office of Nuclear Incident Response
  - (3) Director, Office of Nuclear Threat Science
  - (4) Director, Office of Nuclear Forensics
  - (5) Director, Office of Nuclear Incident Policy and Cooperation
- i. Associate Administrator for Acquisition and Project Management (NA-APM-1). In the event the Associate Administrator is unable to perform the functions and duties of the office, the following officials, in the order indicated, shall perform the functions and duties temporarily, until someone is appointed or the absence or disability ceases:
- (1) Deputy Associate Administrator for Acquisition and Project Management\*
  - (2) Director, Office of Acquisition Management
  - (3) Director, Office of Enterprise Project Management
- j. Associate Administrator for External Affairs (NA-EA-1). In the event the Associate Administrator is unable to perform the functions and duties of the office, the following officials, in the order indicated, shall perform the functions and duties temporarily, until someone is appointed or the absence or disability ceases:
- (1) Deputy Associate Administrator for External Affairs
  - (2) Director of Strategic Communications
  - (3) Director, Office of Congressional Affairs
  - (4) Director, Office of Public Affairs
  - (5) Director, Office of Intergovernmental Affairs

- k. General Counsel (NA-GC-1). In the event the General Counsel is unable to perform the functions and duties of the office, the following officials, in the order indicated, shall perform the functions and duties temporarily, until someone is appointed or the absence or disability ceases:
- (1) Deputy General Counsel for General Law and Litigation
  - (2) Deputy General Counsel for Procurement, Intellectual Property and Technology Transfer
  - (3) Assistant General Counsel for Litigation\*
  - (4) Assistant General Counsel for Intellectual Property and Technology Transfer\*
- l. Associate Administrator for Information Management and Chief Information Officer (NA-IM-1). In the event the Associate Administrator is unable to perform the functions and duties of the office, the following officials, in the order indicated, shall perform the functions and duties temporarily, until someone is appointed or the absence or disability ceases:
- (1) Director, Office of Policy and Governance
  - (2) Director, Office of Cyber Security and Information Technology Operations
  - (3) Deputy Director, Office of Cyber Security and Information Technology Operations \*
- m. Associate Administrator for Management and Budget (NA-MB-1). In the event the Associate Administrator is unable to perform the functions and duties of the office, the following officials, in the order indicated, shall perform the functions and duties temporarily, until someone is appointed or the absence or disability ceases:
- (1) Deputy Associate Administrator Budget
  - (2) Deputy Associate Administrator Management
  - (3) Director, Human Resources
  - (4) Director, Business Services
  - (5) Deputy Associate Deputy Administrator for Budget
  - (6) Director, Financial Performance\*

8. REFERENCES. See Appendix 1.
9. CONTACT. Continuity Program Office, Office of Emergency Operations (NA-40), 301-903-3776.



Frank G. Klotz  
Administrator

Appendix:

1. References

**APPENDIX 1: REFERENCES**

- a. *Federal Vacancies Reform Act*, 5 U.S.C. § 3345, Acting Officer.
- b. 10 U.S.C. § 973(b)(2)(A)(ii), Duties: officers on active duty; performance of civil functions restricted.
- c. Title XXXII of P.L. 106-65, *National Nuclear Security Administration Act*, as amended, which established a separately organized agency within the Department of Energy.
- d. Executive Order 12656, *Assignment of Emergency Preparedness Responsibilities*, November 18, 1988, as amended.
- e. *Federal Continuity Directive 1* (FCD 1), dated January 2017.
- f. DOE O 100.1E, *Secretarial Succession, Threat Level Notification, and Successor Tracking*, Admin Change 1, dated 1-28-13.
- g. DOE O 150.1A, *Continuity Programs*, dated 3-31-14.
- h. DOE/NNSA *Continuity of Operations (COOP) Plan*, dated April 2013, as amended.