

CECW-E

Circular
No. 15-2-1

8 November 2002

EXPIRES 31 DECEMBER 2004
Boards, Commissions, and Committees
CORPS OF ENGINEERS DAM SAFETY PROGRAM MANAGEMENT TEAM (CEDSPMT)

1. Purpose. This Civil Works circular establishes the Corps of Engineers Dam Safety Program Management Team (CEDSPMT) and prescribes the objectives, composition, responsibilities, and authority of the Team.

2. Applicability. This circular is applicable to all Headquarters U.S. Army Corps of Engineers (HQUSACE) elements and U.S. Army Corps of Engineers (USACE) commands having Dam Safety responsibilities.

3. Distribution. This circular is approved for public release; distribution is unlimited.

4. References.

- a. Federal Guidelines for Dam Safety (FEMA 93, June 1979)
- b. AR 5-1, Army Management Philosophy
- c. ER 5-1-11, Project Management Business Process
- d. ER 1110-2-1150, Engineering and Design for Civil Works Projects
- e. ER 1110-2-1155, Dam Safety Assurance Program
- f. ER 1110-2-1156, Safety of Dams

5. Authority and Responsibilities. The Team is empowered to develop and implement a strategic plan and a long-range plan for the USACE Dam Safety Program, including a mission statement, goals, objectives, and performance measures. The Team shall establish USACE Dam Safety Standards and monitor district compliance with these standards. The Team shall function in accordance with requirements of the Project Management Business Process (PMBP).

6. Definitions.

a. Federal Guidelines for Dam Safety. Guidelines adopted by the Federal agency members of the Interagency Committee on Dam Safety to provide management practices for dam safety of all Federal agencies responsible for the planning, design, construction, operation, or regulation of dams.

b. Interagency Committee on Dam Safety (ICODS). Committee consisting of 10 Federal Agencies involved with Dam Safety and established by the National Dam Safety Program Act (P.L. 104-303).

c. National Dam Safety Review Board. Advisory board for the National Dam Safety Program consisting of 5 Federal members, 5 State members, and one public sector Dam Safety member.

d. USACE Dam Safety Program. The USACE Dam Safety Program encompasses the planning, design, construction, operation, maintenance, evaluation, and oversight of dams designed, built, owned, and/or operated by USACE. USACE District, MSC, and HQUSACE elements are corporately responsible to ensure continued safe performance of Corps owned dams assuring protection of human life and property in accordance with the Federal Guidelines for Dam Safety.

e. HQUSACE Dam Safety Proponents. The USACE Dam Safety Officer and the individuals within HQUSACE Directorate Civil Works Divisions (Engineering and Construction Division, CECW-E; Operations Division CECW-O; and Programs Division, CECW-B) designated to address the needs and concerns of the Corps of Engineers Dam Safety Program.

7. Objective. The objective of the Team is to provide a formal USACE structure to develop policies, practices, and relationships to effectively facilitate dam safety practices and accomplishments. The Team maintains a consistent and accountable nationwide dam safety program. The Team works with other agencies to improve the USACE Dam Safety Program. The Team affirms accountability for dam safety to all elements within the Command chain, monitors performance, and inculcates dam safety as a fundamental USACE mission. The goals of the Team are:

- a. Participate in development of USACE-wide guidance when requested by the USACE DSO.
- b. Make recommendations to USACE DSO for studies, investigations, and research designed to improve the safety of dams.
- c. Render consulting service and advice on specific safety of dams issues and problems as requested by various elements of USACE or other agencies.
- d. Maintain a continuing evaluation of the state-of-the-art for the safety of dams.
- e. Serve as a liaison for the dam safety process between HQUSACE and MSC/Districts and disseminate pertinent information throughout USACE.
- f. Promote Dam Safety engineering career development.

8. Scope of Team Activities. The Team will provide recommendations to the USACE DSO on all topics in the areas of safety of dams such as roles and responsibilities, training, career development, automated systems and software, guide specifications, uniformity of project specifications, uniformity of process, research and development, and interface with other elements within USACE, other agencies, and professional organizations.

9. Composition. The team members are full-time civilian employees of USACE. The Team shall seek to maintain a diversity of civil works dam safety experience as well as a diversity of the engineering disciplines. A current list of members will be posted on the Safety of Dams web site (to be established). Officers shall be team leader, alternate team leader, and recording secretary. The Special Assistant for Dam Safety shall serve as the team leader. The HQUSACE Dam Safety Program Manager shall serve as recording secretary. The Team shall elect the alternate team leader. The Team shall be composed of seventeen (17) members as follows:

a. HQUSACE Members. Four (4) HQUSACE individuals, who will be the Special Assistant for Dam Safety (CECW-E), the Dam Safety Program Manager (CECW-E), one member from Operations Division (CECW-O), and one member from Programs Division (CECW-B).

b. Major Subordinate Command (MSC) Members. Eight (8) individuals comprised of the Dam Safety Program Manager from each MSC.

c. Engineering Research and Development Center (ERDC) Member. One (1) ERDC individual appointed the ERDC Dam Safety Officer.

d. District Members. Four (4) district representatives with experience in the safety of dams whom shall be elected by the Team as at-large members. At least one of the district representatives shall be from an operating element.

e. Alternate Members. In the event that a member of the Team cannot attend a Team meeting, the member may designate an alternate to serve in their capacity. The member shall provide the name of the alternate to the team leader prior to the meeting.

10. General. The Team will carry out its objective in accordance with the following:

a. Oversight. The Team functions under the general direction of the USACE DSO.

b. Meetings. The team leader will call meetings as required to carry out the Team's objective; normally meetings will be held semi-annually. Advance notice, agenda, and minutes of each meeting will be furnished team members and pertinent USACE commands.

c. Funding. HQUSACE, MSC, and ERDC members will be funded by their respective organizations for team activities. District members' salary, travel and per diem expenses will be funded by HQUSACE for team activities based on the availability of funds.

d. Operating Procedures. The Team shall establish its own procedures for conducting business and presenting recommendations. The procedures are subject to approval by the USACE DSO.

e. Voting. The Team shall seek to reach consensus on each issue. When voting the Team has twelve (12) votes. ERDC, CECW-E, CECW-O, and CECW-B shall have one vote each. Each MSC shall have one vote. The MSC member and the District member(s) from the each MSC shall consult with each other to cast the MSC vote. The team leader shall vote only to break ties.

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11. Action Required. This EC should be used as interim guidance pending publication of the final ER. Any comments regarding improvements or clarification should be submitted to HQUSACE (CECW-EI), Washington, DC 20314-1000, within one year of the publication of this EC.

FOR THE COMMANDER:



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