

July 1, 2003

Mr. Henry A. Sepp, Manager  
Regulatory and Licensing Engineering  
Westinghouse Electric Company  
P.O. Box 355  
Pittsburgh, PA 15230-0355

SUBJECT: REQUEST FOR FEEDBACK ON A PROPOSED PRIORITIZATION AND  
SCHEDULING PROCESS FOR TOPICAL REPORT REVIEWS

Dear Mr. Sepp:

We anticipate that in the next several years we will continue to receive more topical reports than we are able to review on the requested schedules. Therefore, as part of our ongoing efforts to improve the effectiveness and efficiency of the topical report program, we plan to implement a process to prioritize and schedule the reviews of owners group and vendor topical reports. We would like your comments and suggestions on this plan.

Implementation would require you to prioritize, from 1 to N, each of your topical reports currently under staff review, as well as future submittals. Based on the prioritization provided by all of the program participants, report complexity, available staff resources, and other considerations, we would establish milestone and completion schedules for each topical report we are able to review. These schedules would not be bound by the current 2- and 3-year metrics. Program success would be measured by performance in meeting the established schedules.

In order for this process to be successful, support of the established schedules must be considered as commitments, both by you and us. Schedule revisions would be expected to be rare and well justified.

We would like to have your comments and suggestions by July 31, 2003. You may do this by e-mail to Brian Benney ([bjb@nrc.gov](mailto:bjb@nrc.gov)), or by letter sent to Mr. Benney's attention. After we receive your comments and finalize the process changes, we will consider having a meeting with all the owners group and vendor representatives to discuss the process and its implementation.

H. Sepp

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If you have any questions, or need clarification, you can call me (301-415-1395), Steve Dembek (301-415-1455), or Brian Benney (301-415-3764).

Sincerely,

*/RA/*

Herbert Berkow, Director  
Project Directorate IV  
Division of Licensing Project Management  
Office of Nuclear Reactor Regulation

Project No. 700

cc:  
Mr. Gordon Bischoff, Project Manager  
Westinghouse Owners Group  
Westinghouse Electric Company  
Mail Stop ECE 5-16  
P.O. Box 355  
Pittsburgh, PA 15230-0355

H. Sepp

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