

2. MESSAGE CONTAINS WEAPON DATA?
("X" appropriate box. Message Center will not transmit message unless one box is marked.)
☐ YES ☐ NO

1. INSERT ABOVE, CLASSIFICATION LEVEL, UNCLASSIFIED, OR OFFICIAL USE ONLY

U.S. DEPARTMENT OF ENERGY
TELECOMMUNICATION MESSAGE

(See reverse side for instructions.)

3. USE WHEN REQUIRED

THIS DOCUMENT
CONSISTS OF _____ PAGES
NO. _____ OF _____ COPIES, SERIES _____FOR COMMUNICATION CENTER USE
MESSAGE IDENTIFICATION

NR: _____ DTG: _____ Z

4. PRECEDENCE DESIGNATION ("X" appropriate box):

☒ FOR NORMAL USE

EMERGENCY USE ONLY

ACTION: ☐ Routine ☐ Priority ☐ Immediate ☐ FLASH
INFO: ☐ (6 Hrs.) ☐ (3 Hrs.) ☐ (30 Mins.) ☐ (ASAP)

5. TYPE OF MESSAGE

("X" appropriate box)

☐ Single Address
☒ Multiple Address
☐ Title Address
☐ Book Message

6. FROM

Jerry Reese DOE/SRPO Columbus, Ohio

7. OFFICIAL BUSINESS

(TIME)

A.M.

(Signature of authorizing official)

4:26 P.M.

8. DATE

December 6, 1984

9. TO

J. Kennedy, NRC
7015 Eastern Avenue
Silver Springs, MD 20910Attached is the revised agenda for the NRC visit to DOE Salt
Repository Project Office in Columbus, Ohio
December 18-19, 1984.Sincerely,
Jerry Reese

WM Record File

106

WM Project 16

Docket No. _____

PDR ✓

LPDR ✓

Distribution:

Kennedy
WehfeldtHJM
Thibodeau

(Return to WM, 623-SS)

R. Thompson

faxed on 12/6/84

BE BRIEF - ELIMINATE UNNECESSARY WORDS

COMMUNICATION CENTER ROUTING

69

69

84 DEC 10 P4:22

WM DOCKET CONTROL
CENTER10. ORIGINATOR (On separate lines, enter
Name, Routing Symbol, & Tel. No.)Jerry Reese
DOE/SRPO
Columbus, Ohio
FTS #976-5916

11. DERIVATIVELY CLASSIFIED NSI

NATIONAL SECURITY
INFORMATIONUnauthorized disclosure subject to
Administrative and Criminal Sanctions.

Derivative Classifier: (Name)

(Title)

(Date or
Declassify on: Event/OADRI)

Derivatively Classified by: _____

(Guide or Source Document)

12. ORIGINALLY CLASSIFIED NSI

NATIONAL SECURITY
INFORMATIONUnauthorized disclosure subject to
Administrative and Criminal Sanctions.

Originally Classified by: (Name)

(Title)

Declassify on: _____

(Date or Event/OADRI)

13.

☐ RESTRICTED DATAThis document contains Restricted Data as defined
in the Atomic Energy Act of 1954. Unauthorized
disclosure subject to Administrative and
Criminal Sanctions.DERIVATIVE
CLASSIFIER _____

(Name and Title)

14.

☐ FORMERLY RESTRICTED DATAUnauthorized disclosure subject to Administrative and
Criminal Sanctions. Handle as Restricted Data in Foreign
Dissemination Section 144b Atomic Energy Act, 1954DERIVATIVE
CLASSIFIER _____

(Name and Title)

15. INSERT BELOW, CLASSIFICATION LEVEL, UNCLASSIFIED, OR OFFICIAL USE ONLY

B501110320 841206
PDR WASTE
WM-16 PDR

790

INSTRUCTIONS

(NOTE: More detailed requirements and instructions are contained in DOE 5635. 1 and DOE 5300. 1A. For DOE organizations, procedures and illustrations for preparing this form are contained in DOE 1325. 1A, CORRESPONDENCE MANUAL.)

1. and 15. Classification: If the message is classified, stamp the classification level in the designated area at the top and bottom of the form.

2. Message Contains Weapon Data: The originator shall mark the appropriate block either "YES" or "NO", otherwise the message center will not transmit the message.

3. Documentation: Complete the documentation as required. Secret and Top Secret messages shall be documented in accordance with existing procedures. Series shall be assigned by the originating office as follows:

Originating office copies - Series A

Transmitting Message Center - Series B

First addressee - Series C

Each succeeding addressee - Series D, E, F, and so forth.

4. Precedence Designation: High precedences are reserved for use only under specified conditions. Average transmission times exclusive of messenger services are shown. Messages having undesignated precedences are sent as "Routine."

5. Type of Message: See DOE 1325.1A for an explanation of message types.

6. From: Type name of organization on the first line, the name and routing symbol of the sender on the second line, and the city and state on the third line.

7. Signature of Authorizing Official: The official authorized to certify the message as "Official Business" signs here. The time should be added in the signature block as a means of establishing the date time group for use in replies or future references to the message.

8. Date: Insert the date the message is signed for dispatch.

9. To: Place each address on one line if possible. If more than one addressee, double space between each. List information addressees in the address portion of the message if electrical transmission is required or if you wish the other addressees to know they are being furnished a copy. Send information copies by mail whenever possible. To indicate that electrical transmission is not required, place the letters "ZEN" before the action or information address. The originator is responsible for transmitting these copies.

Message Text: Start the body of the message three spaces below the address and double space between lines. Use block style. Be brief, use coined words, commonly understood abbreviations, ordinary punctuation, and numerals. Omit the articles "a," "an," and "the" unless needed for clarity or part of a quoted passage. Limit each line of text to 69 characters and spaces (note margin guides).

Continuation Pages: Use plain bond paper.

10. Originator: Type the name of the originator, initials of the typist, the telephone number, and the routing symbol of the originating organization.

11. through 14. Choose the appropriate category stamp and complete the required information.

• REVISED AGENDA

NRC VISIT (SRPO)

December 18-19, 1984

TUESDAY, DECEMBER 18, 1984
COFFEE

0730-0800

WELCOME BY DOE
Jeff Neff

(0800) 30 Min.

OPENING REMARKS BY NRC
NRC

30 Min.

STANDARD REVIEW PLAN FOR QA
NRC

1 Hr. 45 Min.

COFFEE BREAK

15 Min.

QUESTIONS FROM PUBLIC

30 Min.

DOE/SRPO PROJECT ORGANIZATION
Jeff Neff

30 Min.

LUNCH BREAK

1 Hr.

HISTORY OF SRPO QA PLAN
Ram Lahoti

15 Min.

PHILOSOPHY OF QA AND QA PROCEDURES
Jerry Reese

15 Min.

OBJECTIVE PLANNING
Bob Wunderlich

10 Min.

PEER REVIEWS
Bob Wunderlich

10 Min.

PROCUREMENT DOCUMENT CONTROL
Jesse England (10 Minutes)
Phil Van Loan (10 Minutes)

20 Min.

REVIEW OF TECHNICAL DOCUMENTS
Ted Taylor (10 Minutes)
Ram Lahoti (10 Minutes)
Jo Ann Sherwin (10 Minutes)

30 Min.

AUDITS
Jerry Reese

20 Min.

Q LIST
Leslie Casey

10 Min.

UPCOMING NEAR TERM ACTIVITIES
Jerry Reese

10 Min.

CLOSING REMARKS AND QUESTION PERIOD
Jeff Neff

30 Min.

Note: All Presentation times are flexible. Time will be permitted for discussion and questions throughout the presentations. A full day from 0800-1700 is expected.

WEDNESDAY, DECEMBER 19, 1984 (CONTRACTOR PRESENTATION)

COFFEE	0730-0800
INTRODUCTION	Jerry Reese (0800, 10 Min.)
I. REVIEW OF BPMD ORGANIZATION	N. E. Carter (20 Min.)
II. REVIEW OF ONWI ORGANIZATION	W. A. Carbiener (20 Min.)
III. WORK PERFORMED BY NATIONAL LABS AND GOVERNMENT AGENCIES IN SUPPORT OF SALT PROJECT	W. A. Carbiener (30 Min.)
IV. WORK PERFORMED BY BPMD CONTRACTORS IN SUPPORT OF SALT PROJECT	W. A. Carbiener (30 Min.)
COFFEE BREAK	15 Min.
V. BPMD'S QA PROGRAM FOR THE SALT PROJECT	C. Williams, Jr. (45 Min.)
VI. EXAMPLES OF QA ADMINISTRATION PROCEDURES	C. Williams, Jr. (30 Min.)
VII. DISCUSSION OF SUB-CONTRACTOR'S TECHNICAL QA PROCEDURES	Stone & Webster Engineering Corp. (50 Min.)
VIII. REMARKS/PUBLIC QUESTIONS	Jerry Reese (15 Min.)
IX. LUNCH	1 Hr.
X. EXIT MEETING	DOE and NRC (3 Hrs.)

Note: All Presentation times are flexible. Time will be permitted for discussion and questions throughout the presentations. A full day from 0800-1700 is expected.