

September 12, 2007

MEMORANDUM TO: Dennis K. Rathbun, Director
Division of Intergovernmental Liaison
and Rulemaking
Office of Federal and State Materials and
Environmental Management Programs

Larry W. Camper, Director
Division of Waste Management
and Environmental Protection
Office of Federal and State Materials and
Environmental Management Programs

Francis X. Cameron, Assistant General Counsel
for Rulemaking and Fuel Cycle
Office of the General Counsel

Brian E. Holian, Director
Division of Nuclear Materials Safety, Region I

Steven A. Reynolds, Director
Division of Nuclear Materials Safety, Region III

Leonard J. Wert, Director
Division of Nuclear Materials Safety, Region IV

FROM: Janet R. Schlueter, Director **/RA By Robert J. Lewis Acting for/**
Division of Materials Safety
and State Agreements
Office of Federal and State Materials and
Environmental Management Programs

SUBJECT: DRAFT REVISION TO FSME PROCEDURE SA-116, "PERIODIC
MEETINGS BETWEEN IMPEP REVIEWS"

Enclosed for your review and comment is a copy of the draft revision of the Office of Federal and State Materials and Environmental Management Programs (FSME) Procedure SA-116, *Periodic Meetings Between IMPEP Reviews*. This procedure describes the process for planning and conducting periodic meetings with NRC Regional and Agreement State radioactive materials programs between Integrated Materials Performance Evaluation Program (IMPEP) reviews. The procedure is being revised to reflect the recent NRC reorganization and to consolidate guidance for periodic meetings with NRC Regions and the Agreement States into

one procedure. We would appreciate receiving your comments within 30 days from the date of this memorandum.

If you have any questions regarding this communication, please contact me or Aaron T. McCraw of my staff at 301-415-1277 or via e-mail at: ATM@NRC.GOV.

Enclosure: Redline/Strikeout Copy of
FSME Procedure SA-116

If you have any questions regarding this communication, please contact me or Aaron T. McCraw of my staff at 301-415-1277 or via e-mail at: ATM@NRC.GOV.

Enclosures: Reviewing the Common Performance
Indicator, Status of Materials Inspection
Program - SA-101

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