

September 5, 2014

MEMORANDUM TO: Mark A. Satorius  
Executive Director for Operations

FROM: Richard J. Laufer, Acting Secretary **/RA/**

SUBJECT: STAFF REQUIREMENTS – SECY-14-0078 – ANALYSIS AND  
RECOMMENDATION ON CONSIDERATION OF NEW AGENCY  
POSITION TO DIRECT PUBLIC CONCERNS

The Commission has approved implementation of both Options 1 (implement enhancements to current framework) and 3 (create a new position to direct the public to appropriate processes and conduct follow up) beginning in FY 2015. The Commission approves the title of the new position as “Public Engagement Coordinator” and approves having the position reside in the Office of the Executive Director for Operations (OEDO). In addition, this individual should identify emergent or existing trends that are indicative of issues or gaps in internal or external communications or processes, and recommend the appropriate measures to best resolve the issue or gap (e.g., intraagency, interagency, or public meeting).

Before the end of the first quarter of FY 2015, the staff should provide the Commission with an implementation plan for how they will execute the direction to combine options 1 and 3, including the procedures and tools that will be developed to both define and support the new position. Additionally, the plan should explain how potential concerns associated with establishing the new position will be addressed. For example, the staff should describe the process that will be put in place to ensure the new position does not hamper or interfere with legal requirements such as Freedom of Information Act processing or communications intended for the Office of the Inspector General.

The EDO, or another unbiased party within the NRC, should provide the Commission an evaluation of the efficacy of the new position for enhanced public interaction, as well as any unintended consequences of the position, 24 months after the EDO fills the position.

To initiate this effort in FY 2015, the staff should enhance the agency's processes for public interactions described in Option 1, to the extent possible, within current funding.

The staff should include the elements of Option 1, i.e., collect public views and leverage external expertise, into the roles and responsibilities of the new position described in Option 3.

cc: Chairman Macfarlane  
Commissioner Svinicki  
Commissioner Ostendorff  
OGC  
CFO  
OCA  
OPA  
Office Directors, Regions, ACRS, ASLBP (via E-Mail)  
PDR