

January 17, 2017

MEMORANDUM TO: Dr. Brett M. Baker
Assistant Inspector General for Audits

FROM: Michael F. Weber **/RA/**
Acting Deputy Executive Director for Materials, Waste,
Research, State, Tribal, Compliance, Administration,
and Human Capital Programs
Office of the Executive Director for Operations

SUBJECT: AUDIT OF THE U.S. NUCLEAR REGULATORY
COMMISSION'S FOREIGN ASSIGNEE PROGRAM
(OIG-17-A-07)

This memorandum responds to your December 19, 2016, memorandum transmitting the subject audit report. We appreciate the Office of the Inspector General's (OIG's) audit of the U.S. Nuclear Regulatory Commission's (NRC's) Foreign Assignee Program and OIG's recommendations for enhancement of certain activities within that program.

The OIG audit report makes three recommendations for NRC staff to develop a procedure for security planning during the process of onboarding and hosting a foreign assignee, and to provide a secure, cost-effective email for use by foreign assignees at the NRC.

Enclosed, please find responses to the recommendations contained in the audit report. If you have any questions, please contact me at (301) 415-1705 or Andy Imboden at (301) 287-9055.

Enclosure:
Response to OIG Recommendations
(OIG-17-A-07)

cc: Chairman Burns
Commissioner Svinicki
Commissioner Baran
SECY

CONTACT: Mary F. Carter, OIP/IOB
(301) 287-9093

MEMORANDUM: AUDIT OF THE U. S. NUCLEAR REGULATORY COMMISSION'S
FOREIGN ASSIGNEE PROGRAM (OIG-17-A-07) DATED January 17, 2017

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NRC Staff Response to the Audit of the Foreign Assignee Program
OIG RECOMMENDATIONS (OIG-17-A-07)
January 2017

With regard to the specific recommendations in the final OIG report "Audit of NRC's Foreign Assignee Program," the responses in this enclosure apply to developing a procedural document describing a consistent process for security planning, and for inviting, onboarding, and supervising foreign assignees to support information protection; developing a secure, cost-efficient method to provide foreign assignees an e-mail account which allows for NRC detection and mitigation of inadvertent transmission of sensitive information and seeking commission approval to implement it; developing specific computer Security Rules of Behavior for foreign assignees using the approved email when an NRC approved e-mail account is available.

Recommendation 1

Develop a procedural document describing a consistent process for security planning, and for inviting, onboarding, and supervising foreign assignees to support information protection.

Response

Agree: Staff will develop a procedural document describing a consistent process for security planning, and for inviting, onboarding, and supervising foreign assignees to support information protection. Staff will update the "Desk Guide for Supervisors of Foreign Assignees." The desk guide will provide NRC personnel with an overview of the Foreign Assignee Program, a clear understanding of individual roles and responsibilities of NRC staff. Guidance on protection of information, resource and contact information will also be provided. Staff will complete this action by October 31, 2017.

Point of Contact: Mary Carter, OIP

Recommendation 2

Develop a secure, cost-efficient method to provide foreign assignees an email account which allows for NRC detection and mitigation of inadvertent transmission of sensitive information and seek Commission approval to implement it.

Response

Agree: Staff will seek Commission approval to implement a secure, cost-efficient method to provide foreign assignees an email account which allows for NRC detection and mitigation of inadvertent transmission of sensitive information.

Staff will accomplish this by working with the contractor administering the agency's information technology (IT) services and developing a proposal. Then, the staff will seek Commission approval of the action and resources required through a Commission Paper. Because the implementation will be performed by the next IT contractor (starting May 2017 if no protest), the staff will complete phase 1 of this action (submit the Commission Paper) by February 28, 2018.

Point of Contact: Ryan Justice, OCIO

Enclosure

Recommendation 3

When an NRC approved email account is available, develop specific Computer Security Rules of Behavior for foreign assignees using the approved email.

Response

Agree: Staff will develop Computer Security Rules of Behavior for foreign assignees, subject to Commission approval of staff's proposed approach for responding to Recommendation 2.

Staff will complete this action within 6 months following Commission approval.

Point of Contact: Ryan Justice, OCIO