

**RESPONSE TO FREEDOM OF
INFORMATION ACT (FOIA) REQUEST**

2017-0409

2

RESPONSE
TYPE☐

INTERIM

☒

FINAL

REQUESTER:

Michael Ravnitzky

DATE:

APR 26 2017

DESCRIPTION OF REQUESTED RECORDS:

Copies of the 21 yellow announcements specified

PART I. -- INFORMATION RELEASED

You have the right to seek assistance from the NRC's FOIA Public Liaison. Contact information for the NRC's FOIA Public Liaison is available at <https://www.nrc.gov/reading-rm/foia/contact-foia.html>

- ☐ Agency records subject to the request are already available on the Public NRC Website, in Public ADAMS or on microfiche in the NRC Public Document Room.
- ☒ Agency records subject to the request are enclosed.
- ☐ Records subject to the request that contain information originated by or of interest to another Federal agency have been referred to that agency (see comments section) for a disclosure determination and direct response to you.
- ☐ We are continuing to process your request.
- ☒ See Comments.

PART I.A -- FEES**NO FEES**

AMOUNT*

\$0.00

*See Comments for details

- ☐ You will be billed by NRC for the amount listed.
- ☐ You will receive a refund for the amount listed.
- ☐ Fees waived.

- ☒ Minimum fee threshold not met.
- ☐ Due to our delayed response, you will not be charged fees.

PART I.B -- INFORMATION NOT LOCATED OR WITHHELD FROM DISCLOSURE

- ☐ We did not locate any agency records responsive to your request. *Note:* Agencies may treat three discrete categories of law enforcement and national security records as not subject to the FOIA ("exclusions"). 5 U.S.C. 552(c). This is a standard notification given to all requesters; it should not be taken to mean that any excluded records do, or do not, exist.
- ☐ We have withheld certain information pursuant to the FOIA exemptions described, and for the reasons stated, in Part II.
- ☐ Because this is an interim response to your request, you may not appeal at this time. We will notify you of your right to appeal any of the responses we have issued in response to your request when we issue our final determination.
- ☐ You may appeal this final determination within 90 calendar days of the date of this response by sending a letter or e-mail to the FOIA Officer, at U.S. Nuclear Regulatory Commission, Washington, D.C. 20555-0001, or FOIA.Resource@nrc.gov. Please be sure to include on your letter or email that it is a "FOIA Appeal." You have the right to seek dispute resolution services from the NRC's Public Liaison, or the Office of Government Information Services (OGIS). Contact information for OGIS is available at <https://ogis.archives.gov/about-ogis/contact-information.htm>

PART I.C COMMENTS (Use attached Comments continuation page if required)

In conformance with the FOIA Improvement Act of 2016, the NRC is informing you that: (1) you have the right to seek assistance from the NRC's FOIA Public Liaison

Please note: This is the Second and Final response to your request.
The requested records are being released in their entirety (please refer to next page)

Signature - Freedom of Information Act Officer or Designee

**RESPONSE TO FREEDOM OF INFORMATION
ACT (FOIA) REQUEST Continued**

2017-0409

2

RESPONSE
TYPE☐

INTERIM

☒

FINAL

REQUESTER:

Michael Ravnitzky

DATE:

APR 26 2017

PART I.C COMMENTS (Continued)

Please note:

The Office of the Inspector General (OIG) already provided their response to YA-00-0048 in the first interim response 1a to you: YA-00-0048 Placement of Documents Related to OIG Audits in ADAMS

ML003701921 YA-00-0039 Revised Policy on Timing the Release of Documents...
ML003726015 YA-00-0052 Indian Point Units 2 Lessons Learned Task Group
ML003745319 YA-00-0058 ADAMS Assessment Action Plan
ML011370565 YA-01-0028 Results of Evaluation of Internal Communications at NRC
ML023370128 YA-02-0078 Inquiries from Inspector General Offices From Other Federal Agencies
ML031250089 YA-03-0037 Inadvertent Release of Classified or Sensitive Unclassified Information
ML031350002 YA-03-0040 Termination of The NRC Foreign Intelligence Information Program
ML032190074 YA-03-0061 Report of the Task Force on External Communications
ML032461317 YA-03-0079 Interim Guidance for Office Use Information
ML040580670 YA-04-0024 No Comment Policy For Classified and Safeguards Information
ML072980684 YA-07-0124 Inquiries (sic) From Inspector General Offices
ML092010484 YA-09-0073 Inquiries from Inspector General Offices
ML12346A234 YA-12-0155 Legacy SECY Papers and SRMs Now Available in ADAMS
ML13007A345 YA-13-0004 Event
ML13067A202 YA-13-0029 New Reactor Licensing 50 Years Later
ML14107A514 YA-14-0050 Knowledge Management Event: Reflections on Fukushima
ML14127A040 YA-14-0059 Conflict of Interest Prosecutions
ML14241A320 YA-14-0102 Dissemination of Documents Issued by the Office of General Counsel
ML14226A070 YA-15-0026 Policy Clarification Inadvertently Released to the Public
ML16348A080 YA-16-0138 New Controlled Unclassified Information Program

Yellow Announcement: YA-00-0039

Date: May 22, 2000

TO: All NRC Employees

**SUBJECT: REVISED POLICY GOAL ON TIMING THE RELEASE OF DOCUMENTS TO
THE PUBLIC IN THE ADAMS ENVIRONMENT**

On December 30, 1999, the Chief Information Officer issued Announcement #109 setting forth NRC's policy goal for timing the release of documents to the public in the ADAMS environment. This announcement transmits a revised policy goal that reflects our experience under the current policy during its first several months in effect. The new policy will take effect on June 1, 2000.

The initial goal of a 3-day time period was intended to provide members of the public with timely access to documents, and at the same time allow addressees an opportunity to receive the documents before they became available to the public. However, experience over the last several months has shown that 3 days is not generally sufficient time for the recipients to receive documents by mail. There have been several reported cases in which documents were made available to the public 3 days after they were signed and the intended recipients received inquiries before they had received the documents. We are, therefore, revising the goal to be 5 full working days.

The goal applies to all documents, whether generated or received by the NRC; however, there are some differences in how the goal is applied. Documents generated by the NRC are to be released to the public on the 6th working day after the date of the document. For example, if the document is dated Monday, May 1, 2000, its release date will be Tuesday, May 9, 2000. The time period provided will allow 5 full working days for the addressee to receive the document. Note that there may be circumstances in which it is appropriate to release these documents earlier as described in the attached policy. For example, internally generated documents addressed to external entities may be released earlier than the 5-day goal when the staff has verified that the addressee has, in fact, received it, for example, by fax.

Documents received by the NRC are to be released to the public on the 6th working day after the document is added to the ADAMS main library. This time period will allow the staff to review a document received by NRC to ensure no proprietary, privacy, or other sensitive information is made public.

ADAMS is now the NRC's official method for making documents available to the public. In the past, publicly available documents were sent to the Public Document Room (PDR) on paper and microfiche and typically were available within approximately 14 working days. In addition to establishing a new method for making documents available, the current goal represents a significant reduction in the time period to make documents available to the public.

Your assistance is critical to the successful implementation of this policy. We need to continue to make documents available to the public in a timely manner and at the same time allow the documents to be received by addressees before they are made available to the public.

/RA/

Stuart Reiter
Acting Chief Information Officer

/RA/

William D. Travers
Executive Director for Operations

Attachment:

Revised Policy on Timing the
Release of Documents to the
Public in the ADAMS Environment

REVISED POLICY ON TIMING THE RELEASE OF DOCUMENTS TO THE PUBLIC IN THE ADAMS ENVIRONMENT

The following policy specifies goals for timing the release of documents to the public through the Agency Documents Access and Management System (ADAMS). The intent is to establish a clear goal for release of documents to the public that allows adequate time for them to be received by addressees, provides sufficient time for documents sent to the NRC to be properly reviewed by the staff, and importantly, makes documents available to the public promptly. The types of documents NRC makes publicly available are set forth in Management Directive 3.4, Release of Information to the Public.

General Release Policy

1. **Newly received documents from external entities** are to be made available to the public **5 full working days** after they are added to the ADAMS Main Library. This time period will allow the document to be reviewed to prevent the release of incoming documents which should not be released, such as documents containing proprietary information or potential allegations.
2. **Documents produced by the staff addressed to external entities** are to be released **5 full working days** after the date of the document. In the case of document packages (i.e., a cover letter with one or more attachments), the release date will be **5 full working days** after the date of the cover letter. This time period will give the recipient an opportunity to read it before the document is made publicly available. There will be instances where it is desirable to make documents available sooner than 5 days. In these instances, documents entered into ADAMS may be made available after the staff has contacted the addressee and has verified that the document has been received.
3. **Documents produced by the staff addressed to other internal addressees or documents with no specific addressee** shall be released **5 full working days** after the date of the document. This time period will give the recipient an opportunity to read it before the document is made publicly available in ADAMS.

General Instructions for Making a Document Publicly Available

To make an NRC document publicly available, the following fields must be properly entered in the document profile:

- The **Document Class** must be **Official Record**
- The **Availability** must be **Publicly Available**
- The **Document Sensitivity** must be either **Non-Sensitive** or **Non-Sensitive Copyright**
- The **Date to be Released** must contain an appropriate date in accordance with this policy

In addition, under the Security Tab, the ADAMS Group **NRC Users** should be given **Viewer** access rights. See NRC Announcement #019, dated March 23, 2000, for more complete information.

Determining the Release Date

Documents generated by the NRC are to be released to the public on the 6th working day after the date of the document. For example, if the document is dated Monday, May 1, 2000, its release date will be Tuesday, May 9, 2000. The time period provided will allow 5 full working days for the addressee to receive the document. Note that there may be circumstances in which it is appropriate to release these documents earlier. For example, internally generated documents addressed to external entities may be released earlier than the 5-day goal when the staff has verified that the addressee has, in fact, received them.

Externally generated documents received by the NRC are to be released to the public on the 6th working day after the document is added to the ADAMS main library. This time period will allow 5 full working days for the staff to review a document received by NRC to ensure no proprietary, privacy, or other sensitive information is made public.

Exceptions to the General Release Policy

Exceptions to this policy are documents that require the following:

- an immediate release
- an earlier release
- a longer time period before release

Circumstances may require the **immediate release** of a document. If a document, such as a press release, must be released to the public immediately, send an e-mail message to ADAMSIM, with a "cc" to the PUBLIC DOCUMENT ROOM e-mail box. In the subject line of the e-mail, put the words "IMMEDIATE PUBLIC RELEASE NEEDED." In the text of the e-mail, include the ADAMS Accession Number and a short description of the document to be released, the title of the person who is making the request, and the reason for immediate release. You must also follow the general instructions for making a document publicly available; enter the **current date** in the "Date to be Released" field. Release of the document will generally occur within 1 hour. Refer to Announcement #019, dated March 23, 2000, for further details.

Various types of documents and the circumstances surrounding them may require an **earlier release** than that stated in the General Release Policy, but not necessarily an immediate release. For example, internally generated documents addressed to external entities may be released earlier than the 5-day goal when the staff has verified that the addressee has received the document. Other examples of documents requiring an earlier release are preliminary notifications and public meeting notices. Some circumstances may require a **longer time period**. Table 1 contains a list of significant document types that have a different time period for public release.

The ADAMS Desk Reference Guide contains a section on releasing documents to the public (Chapter 10). Please change page 149 of the ADAMS Desk Reference Guide to reflect

"5" working days instead of "3" working days and replace the table on page 150 with the attached Table 1.

Relationship of This Policy to the Release of Information through NRC's Public Web Site

ADAMS is now the NRC's official means of making agency documents available to the public. In the past, publicly available documents were sent to the Public Document Room (PDR) on paper and microfiche and posted at the NRC Web site. Today, in the ADAMS environment, only a small number of high-interest documents are being sent to the PDR in paper form and microfiche is no longer used.

Since ADAMS is the NRC official record keeping system, documents posted to the public Web site, such as preliminary notifications, meeting notices, and generic letters, are to be released to the public through ADAMS prior to being posted on the Web site. This requirement should not affect the release timing practices currently in place for these documents.

Table 1

Significant Documents That Have A Different Time Period For Public Release

DOCUMENT TYPE	WHEN TO RELEASE
1. Notification of significant enforcement actions	Five working days after the enforcement action is issued
2. Documents related to byproduct material licenses (10 CFR Parts 30 through 39)	Five working days after the final licensing action is completed (e.g., license issued)
3. Route approval letters to licensee	Ten working days after the last of a series of shipments in a shipping campaign
4. Non-sensitive information papers	Ten working days after issuance of the paper
5. Non-sensitive SECY papers not listed elsewhere	Immediately after final Commission action
6. Commission staff requirements memoranda, voting records, and Commission action memoranda (COMs)	Immediately after final Commission action
7. Congressional and Executive correspondence (including correspondence sent to NRC)	Five working days after response is sent to recipient
8. Generic requirements proposed to the Committee to Review Generic Requirements (CRGR) (attachments to CRGR meeting notice transmittal memoranda)	After the NRC has considered the proposed requirements in a public forum or has decided on the matter addressed in the proposed requirements
9. CRGR meeting minutes	After the NRC has decided on the matter addressed in the minutes
10. Emergency preparedness exercise objectives and scenarios, including NRC and Federal Emergency Management Agency comments and reviews	After conduct of exercise
11. Regulatory guides and draft regulatory guides	One working day after congressional committees receive printed copies
12. Facility-submitted operator licensing written examinations	After the conduct of the examination
13. Non-sensitive Freedom of Information Act requests	Five working days after response is sent to recipient

Accession Number: ML003701921

DOCUMENT NAME: Revised Policy on Timing the Release of Documents to the Public in the
ADAMS Environment

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copy

OFFIC E	OCIO/IMD/ISB		OCIO/IMD		OCIO	
NAME	CAReed: CAR		FFGoldberg: FFG		LBScattolini: LBS	
DATE	05/10/00		05/10/00		05/11/00	

OFFIC E	OPA		CIO		EDO	
NAME	WMBeecher: WMB		SReiter: SR		WDTravers:	
DATE	05/12 /00		05/12/00		05/19/00	

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Yellow Announcement: YA-00-0052

Date: June 26, 2000

TO: All NRC Employees

SUBJECT: INDIAN POINT UNIT 2 LESSONS-LEARNED TASK GROUP

Effective June 15, 2000, an interoffice task group to assess the lessons-learned from the Indian Point Unit 2 steam generator tube failure has been established in the Office of Nuclear Reactor Regulation (NRR). This group will conduct an evaluation of the staff's technical and regulatory processes related to assuring steam generator tube integrity in order to identify and recommend areas for improvements applicable to the NRC and/or the industry.

Scott F. Newberry, Deputy Director of NRR's Division of Regulatory Improvement Programs, has been selected to lead the Indian Point Unit 2 Lessons-Learned Task Group's efforts. During the course of this assignment, approximately three months, Mr. Newberry will be located in Room O5-D12 and can be reached at (301) 415-1274.

During this period, Charles E. Ader, Director of the Program Management, Policy Development and Analysis Staff in the Office of Nuclear Regulatory Research, will serve as Deputy Director of NRR's Division of Regulatory Improvement Programs. Mr. Ader will be located in Room O12-E4 and can be reached at (301) 415-1163.

/RA/ by Roy P. Zimmerman for
Samuel J. Collins, Director
Office of Nuclear Reactor Regulation

Date: June 26, 2000

TO: All NRC Employees

SUBJECT: INDIAN POINT UNIT 2 LESSONS-LEARNED TASK GROUP

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RA By Roy P. Zimmerman For

Samuel J. Collins, Director
Office of Nuclear Reactor Regulation

OCIO Template - 043
Accession Number - ML003726015

DOCUMENT NAME:G:\YA-IP2 Group.wpd

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OFFICE	PPRB:PMAS		PPRB:PMAS		D:PMAS		D:NRR			
NAME	S. Castro		G. Suh (A)		J. Silber		S. Collins			
DATE	06/23/00		06/23/00		06/23/00		06/26/00			

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Yellow Announcement: YA-00-0058

Date: August 29, 2000

TO: All NRC Employees
SUBJECT: ADAMS ASSESSMENT ACTION PLAN

In my memorandum of May 22, 2000, I requested the Office of the Chief Information Officer to conduct an assessment of issues affecting the implementation of the Agency-wide Documents Access and Management System (ADAMS) and provide an action plan for addressing the issues identified during the assessment by July 21, 2000. I appreciate the efforts of the CIO and the ADAMS Steering Group to provide a response in a timely, efficient manner. I have completed my review of the plan and endorse the near-term actions, including the transfer from individual offices to OCIO of the responsibility for the ADAMS processing of NRC-generated documents and implementation of a planned upgrade to ADAMS 3.0. The CIO in the near future will be providing guidance to office directors concerning how the transfer of document processing and the ADAMS upgrade will be implemented.

I have also requested that the CIO take the following actions:

- (1) conduct an independent assessment of ADAMS to determine whether the agency is on an appropriate pathway to establish an electronic document management system to meet the NRC's long-term needs. This assessment should be completed within the first 6 months of FY 2001 so that the results of the assessment are available for Commission review prior to implementing ADAMS 4.0.
- (2) work with the NRC staff and the public to address issues affecting the public's ability to use ADAMS.
- (3) make the ADAMS Assessment Action Plan available to the staff on the NRC WEB and in ADAMS, and maintain the Plan as a "living document." Estimated dates and cost estimates should be provided as soon as possible for the numerous Action Plan items for which a completion date or cost data has been noted as "To Be Determined."

I believe that the measures proposed in the Action Plan and the items I identified above will ensure that a more user-friendly electronic document management system will be available to assist the NRC staff in carrying out its responsibilities.

/RA/
Richard A. Meserve
Chairman

Yellow Announcement: YA-01-0028

Date: May 18, 2001

To: All NRC Employees

SUBJECT: RESULTS OF EVALUATION OF INTERNAL COMMUNICATIONS AT NRC

In recognition of the importance of internal communications in pursuing the agency's goals and performance objectives, the Senior Executive Service Candidate Development Program (CDP) focused their action learning project on improving the effectiveness and efficiency of our internal communications. In doing so, the candidates have produced a report that highlights some challenges and opportunities for us at the NRC.

The CDP considered previous studies, developed an internal communications survey to identify issues and best practices in the area of organizational communications, and met with many of you in focus group discussions that were helpful in targeting key issues. The CDP also conducted external research of companies and agencies known for their excellence in internal communications. Some of these companies were visited by the group and their philosophies, methods, and approaches for internal communications practices are included in the report. The results of the 2000 staff survey are also included in the report, a copy of which is located on the internal Web site at <http://www.internal.nrc.gov/NRC/SES/index.html>.

There were positive findings, but I believe the thrust of the report reveals some areas for improving the effectiveness of our internal communications. Interactions with top management, the quality of these interactions, the internal Web page, sources of employees' information, efficiency of internal meetings, and employee empowerment are just some of the issues mentioned in the report.

The recommendations of the group are candid and interesting. Some, such as the creation of a communications champion and a supporting organization to be led by a professional in this area, would require a resource commitment. Others, such as the use of videostreaming, enhanced Web page content and creation of a feedback mechanism, require some examination of our technological capabilities. All of the recommendations present a challenge to us individually and to the agency as a whole to examine our current communication methods, choose priorities carefully, and strive for improvement.

I want to emphasize that I believe good internal communications are essential for NRC employees to be optimally efficient and satisfied in their jobs. As the vital core of the agency, your dedication, professionalism, and talents are fundamental to our success in maintaining public health and safety.

We will be examining the report's findings and recommendations in more detail so that we can take appropriate actions to improve our internal communications in the most efficient, effective and practical way possible.

The SES candidates will be scheduling briefings soon for office directors and all employees to summarize the contents of the report and to answer any questions. I want to congratulate the candidates for a job well done.

/RA/

William D. Travers
Executive Director for Operations

DISTRIBUTION:

DEDM r/f

EDO r/f

K. Greene

M. Landau

P. Norry

ADAMS ACCESSION #ML011370565

*SEE PREVIOUS CONCURRENCE

OFFICE	OEDO		OEDO		DEDM		EDO			
NAME	MLandau/jll		KGreene*		PGNorry*		WDTravers			
DATE	05/15/01		05/17/01		05/17/01		05/18/01		05/	/01

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Yellow Announcement: YA-02-0078

Date: December 2, 2002

To: All NRC Employees

SUBJECT: INQUIRIES FROM INSPECTOR GENERAL OFFICES FROM OTHER
FEDERAL AGENCIES

The purpose of this announcement is to inform the staff of the proper procedures to follow when they are contacted by members of Inspector General's (OIG) staff from other agencies. While it may be appropriate for the staff to support inquiries from external OIGs, all such inquiries are to be coordinated with the NRC OIG before responses to inquiries are provided.

If you are contacted by a member of an IG's office from another Federal agency, prior to responding to their inquiries, please contact John Craig, Assistant for Operations (301-415-1703), or Stephen Dingbaum, Assistant Inspector General for Audit (301-415-5915).

If you have any questions concerning this announcement or the procedures to follow, please contact John Craig or Stephen Dingbaum.

/RA/

William D. Travers
Executive Director
for Operations

DISTRIBUTION:

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OIG File

Accession Number: ML

DOCUMENT NAME: G:\AO\ML023370128.wpd

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OFFICE	AO/OEDO		AIGA/OIG		EDO						
NAME	JWCraig		SDDingbaum		WDTravers						
DATE	11/ 27 /02		11/27/02		12/02/02						

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Yellow Announcement: YA-03-0037

Date: May 20, 2003

To: All NRC Employees

SUBJECT: INADVERTENT RELEASE OF CLASSIFIED OR SENSITIVE UNCLASSIFIED INFORMATION

All NRC employees are reminded that if classified or sensitive unclassified information is inadvertently released, the Division of Facilities and Security (DFS) must be promptly notified, in accordance with Management Directive 12.1, "NRC Facility Security Program," so that an investigation may be initiated. Sensitive unclassified information includes Official Use Only, Proprietary, and Safeguards Information.

Additionally, the Executive Director for Operations (EDO) and the Inspector General (IG) must also be notified of the occurrence promptly in writing by the appropriate Office Director in accordance with Management Directive 3.4, "Release of Information to the Public." Any resulting corrective action resulting from the infraction must be communicated back to the EDO, DFS, and the IG.

Employees are encouraged to review the handling, protection, and transmission of classified or sensitive unclassified information in the Management Directives, NUREG/BR-0268, "Sensitive Unclassified Information," and in the recently updated yellow card, "Minimum Requirements for Handling Classified and Sensitive Unclassified Information," which is available at the NRC Supply Store.

The Information Security Section in the Office of Nuclear Security and Incident Response provides general security education on a monthly basis concerning the protection and handling of classified and sensitive unclassified information. For additional information or to schedule training, please contact Rhonda Bethea on (301) 415-2254 or rcc3@nrc.gov.

/RA/

Roy P. Zimmerman, Director
Office of Nuclear Security
and Incident Response

NSIR/DNS R/F

NSIR/DNS/ISS R/F

ADAMS: **Yes**

☒ **Publicly Available**

☒ **Non-Sensitive**

Initials RCB

ADAMS NO.: ML031250089

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*see previous concurrence

OFC:	DNS/ISS		DNS/ISS:C		DFS:D		OCIO		OIG	
NAME:	RCBethea*		ALSilvious*		TOMartin*		TESmith*		SDingbaum* via e-mail	
DATE:	05/ 06/03		05/06/03		05/ 01/03		04/ 30/03		05/01/03	
OFC:	D:DNS		D:NSIR							
NAME:	GMTracy*		RPZimmerman							
DATE:	05/06/03		05 /20/03							

C = COVER

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Yellow Announcement: YA-03-0040

Date: May 28, 2003

To: All NRC Employees

SUBJECT: TERMINATION OF THE NRC FOREIGN INTELLIGENCE INFORMATION PROGRAM

After performing an effectiveness and efficiency review, the NRC has decided to terminate the NRC Foreign Intelligence Information (FII) Program because existing programs provide adequate protection of classified intelligence information and additional FII requirements are not justified by the benefits they yield. The FII program was created by the NRC in 1975 to provide more protection to some SECRET and CONFIDENTIAL information than currently required by Federal directives. The NRC will continue to adhere to all Federal directives relating to the protection of classified information without the additional requirements of the FII program.

Now that the NRC FII program has been abolished, the requirements for classified information previously designated as FII are the same as the comparable level of CONFIDENTIAL and SECRET information. The following changes resulted from the termination of the FII program:

1. Commissioners, office directors, and regional administrators are no longer required to nominate individuals for access to FII. Personnel may have access to classified information if they possess the appropriate access authorization (security clearance) and need-to-know.
2. FII-specific training is no longer required and will no longer be offered.
3. The FII cover sheet along with its access list used to document individual access to FII is no longer required and will not be used. Instead, the standard red SECRET and blue CONFIDENTIAL cover sheets will be used to protect classified information previously identified as FII.
4. Classified information previously designated as FII at the CONFIDENTIAL or SECRET level may now be destroyed through shredding, pulping, etc., or by disposal in classified waste receptacles located throughout NRC buildings.

Employees can obtain detailed information on the proper handling of classified information in Management Directives 12.1, "NRC Facility Security Program," and 12.2, "NRC Classified Information Security Program," or by contacting the Information Security Section at 301-415-2212.

/RA/

Roy P. Zimmerman, Director
Office of Nuclear Security and Incident Response

Distribution

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JHolonich

*See previous concurrence

ADAMS **Yes** **Publicly Available** **Non-Sensitive**

Initials MVW

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OFFICE	NSIR/DNS/ISS	NSIR/DNS/ISS	NSIR/DNS:DD	NSIR/DNS/D	NSIR:D
NAME	MVan Winkle*	ALSilvious*	RWay*	GTracy*	RZimmerman*
DATE	05/14/03	05/14/03	05/15/03	05/21/03	05/ 28 /03

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Yellow Announcement: YA-03-0061

Date: August 7, 2003

To: All NRC Employees

SUBJECT: REPORT OF THE TASK FORCE ON EXTERNAL COMMUNICATIONS

In order to enhance communications at all levels of the agency, I created a task force to develop strategies for comprehensive and effective communications with external stakeholders. Given his extensive interest in this important area, I asked Commissioner Merrifield to lead this effort, and to provide me a report. Commissioner Merrifield graciously accepted this responsibility, and has provided me a report that contains sound strategic and practical recommendations on which I have begun to act. Commissioner Merrifield and his task force deserve our thanks for an outstanding effort and product.

A copy of the task force's report on external communications has been posted to the internal Web page at <http://www.internal.nrc.gov/comm-taskforce/final-report.pdf>. I encourage you to read the report and to support the agency's efforts to improve external communications.

/RA/

Nils J. Diaz
Chairman

Distribution:

HR r/f

EDO r/f

OCM r/f

DIRECTORY/SUBDIRECTORY: G:\od\McDermott

DOCUMENT NAME : Yellow Announcement-com report.wpd

WITS/EDO/HR TICKET NO. :

SUBJECT FILE FOLDER NAME:

ADAMS ACCESSION NUMBER: ML032190074

ADAMS DOCUMENT TITLE:

OFFICE	HR/OD	HR/OD	OCM		
NAME	JMcDermott	PBird	NJDiaz		
DATE	8/7/2003	/ /2003	8/7/2003		

OFFICIAL RECORD COPY

Yellow Announcement: YA-03-0079

Date: September 26, 2003

To: All NRC Employees

SUBJECT: INTERIM GUIDANCE FOR OFFICIAL USE ONLY INFORMATION

A revised Management Directive 12.6, "NRC Sensitive Unclassified Information Security Program," is scheduled for publication in December 2003. The revision will include, among other things, policy changes for the use, marking, and handling of "Official Use Only" (OUO) information. In the interest of implementing key changes as soon as possible, the Office of Nuclear Security and Incident Response (NSIR) is providing the following interim guidance to ensure proper handling and marking of OUO information:

- **Residential and telecommuting use of OUO information.** NRC employees are prohibited from routinely using, handling, or storing OUO information at their residences. Occasional residential and telecommuting use may be permissible with management approval.
- **Marking requirements for OUO information.** OUO documents should be marked with the name and organization of the person designating the information as OUO (section chief or above), along with the Freedom of Information Act (FOIA) exemption number(s) under which the information is qualified as OUO. This marking should appear on the lower right corner of the first page of the document and should contain the information shown in the following example:

Example: OFFICIAL USE ONLY
 May be exempt from public release under the
 Freedom of Information Act (5 U.S.C. 552)
 Exemption Number(s): _____
 Name and Organization of the person
 making determination: _____
 Date of Determination: _____

OUO information received from outside the NRC and marked accordingly does not need to be marked with the name and organization of the person designating the information as OUO.

- **OUO coversheet.** An OUO cover sheet should be placed on top of OUO documents. The OUO cover sheet has been changed to make it more useful as a security tool. Specifically, the modified OUO cover sheet has a solid green border and markings to make it consistent in style with other cover sheets used for various types of agency information. In addition, the back side of the OUO cover sheet provides instructions and a list of FOIA exemptions to help employees accurately identify and mark information as OUO.

-2-

NRC employees who have questions regarding OUO information should contact the NSIR Division of Nuclear Security, Information Security Section, at 301-415-2212.

/RA/

Roy P. Zimmerman, Director
Office of Nuclear Security
and Incident Response

Distribution
NSIR/DNS/ISS RF

ADAMS Yes Publicly Available Non-Sensitive ML032461317 Initials: MVW
DOCUMENT NAME: C:\ORPCheckout\FileNET\ML032461317.wpd
E = Copy with attachment/enclosure C = Copy without attachment/enclosure N = No copy
Reviewed by Quick Turn Editor 9/5/03
*Previous concurrence

OFFICE	NSIR/DNS/ISS	C	NSIR/DNS/ISS	NSIR/DNS/ISS:C	NSIR/DNS:DD	NSIR:D
NAME	MVan Winkle*		WBurnside*	ALSilvious*	RWay*	RZimmerman
DATE	9/08 /03		9/08/03	9/08/03	9/10 /03	9/ 26 /03

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EDO - WTravers - 09/22/03

Yellow Announcement: YA-04-0024

Date: April 14, 2004

To: ALL NRC Employees

SUBJECT: NO COMMENT POLICY FOR CLASSIFIED AND SAFEGUARDS
INFORMATION

The purpose of this announcement is to reinforce the policy, procedures, and guidance for NRC personnel and contractors concerning classified and Safeguards Information (SGI). This announcement addresses information in the public domain.

Classified information and SGI are protected by preventing dissemination to unauthorized individuals. Occasionally, such information appears in the public domain without authorization. Commenting on the information or attempting to prevent its further dissemination could result in greater damage to the national security and/or common defense and security of the United States than if no comment is made about the information.

The fact that information has appeared publicly does not render the information unclassified or decontrolled. If the discussion concerns protected security information, the answer to questions raised about the accuracy, designation or classification, or technical merit of such information should be "no comment." A follow up statement should be "The NRC neither confirms nor denies the presence or accuracy of protected information in the public domain."

Documents containing speculation in a subject area involving protected security information by individuals not authorized for access to such information are sometimes submitted for unsolicited review by NRC or its contractors. Again, no comment should be made on the accuracy, designation or classification, or technical merit of the documents. Any decision by management to comment shall be made, insofar as possible, in coordination with other pertinent NRC offices (e.g., OGC, OPA, NSIR) and with due consideration of the possible ramifications of an NRC comment.

If there is any doubt as to the appropriate action to take when implementing this policy, the Information Security Section, NSIR, should be consulted at 301-415-2212. This policy will be incorporated into final versions of NRC Management Directives 12.2 and 12.6, which are currently being updated.

/RA/

Roy P. Zimmerman, Director
Office of Nuclear Security
and Incident Response

Directive Reference: Management Directives 12.2 and 12.6

Distribution:
EDO r/f
WDean
NSIR/DNS/ISS r/f

Document Name: NO COMMENT POLICY
ADAMS Accession No.: ML040580670

*See previous concurrence * *Concurred via e-mail ***No legal objection

QTE reviewed 3/ 8 /04

OFFICE	NSIR/DNS/ISS	E	NSIR/DNS/ISS		NSIR/DNS:PD		NSIR/DNS:D		OGC	
NAME	BStapleton*		ALSilvious*		RWay*		GTracy*		JHeck***	
DATE	2/ 27 /04		3/ 10 /04		3/ /04		12/9 /03		12/8 /03	
OFFICE	OPA		NSIR:D		ADM:D					
NAME	BBeecher**		RZimmerman		MSpringer**					
DATE	12/4 /03		4/14 /04		12/8 /03					

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This document should be placed in ADAMS:

This document should be made available to the PUBLIC: BWS 2/ 27 / 04 .
(Initials) (Date)

This document is NON-SENSITIVE:

Yellow Announcement: YA-07-0124

Date: October 30, 2007

TO: All NRC Employees

**SUBJECT: INQUIRIES FROM INSPECTOR GENERAL OFFICES FROM OTHER
FEDERAL AGENCIES**

The purpose of this announcement is to update the staff on the proper procedures to follow when they are contacted by members of Inspector General's (IG's) staff from other Federal agencies. This updates information that was previously provided via NRC Yellow Announcement No. 02-0078 dated December 2, 2002.

While it may be appropriate for the NRC staff to support inquiries from external IGs, all such inquiries are to be coordinated with the NRC's Office of the Inspector General before responses to inquiries are provided. If you are contacted by a member of an IG's office from another Federal agency, prior to responding to their inquiries, please contact either the Assistant for Operations, Office of the Executive Director for Operations (301-415-1703), or the Assistant Inspector General for Audits (301-415-5915). If you have any questions concerning this announcement or the procedures to follow, please contact either one of these individuals.

/RA/

Luis A. Reyes
Executive Director for Operations

DISTRIBUTION: EDATS: OEDO-2007-
EDO r/f OIG file MMalloy

ML072980684

OFFICE	CMIS	SC:CMIS	AIGA:OIG	AO	EDO
NAME	MMalloy	GMPrice	SDingbaum	VLOrdaz	LAReyes
DATE	10/ /07	10/ 23 /07	10/25/07	10/26/07	10/30/07

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UNITED STATES NUCLEAR REGULATORY COMMISSION

Yellow Announcement: YA-09-0073

Date: July 22, 2009

TO: All NRC Employees

**SUBJECT: INQUIRIES FROM INSPECTOR GENERAL OFFICES FROM OTHER
FEDERAL AGENCIES**

The purpose of this announcement is to update the staff on the proper procedures to follow when they are contacted by members of Inspector General's (IG's) staff from other Federal agencies. This updates information that was previously provided via NRC Yellow Announcement No. 2007-0124 dated October 30, 2007.

While it may be appropriate for the NRC staff to support inquiries from external IGs, all such inquiries are to be coordinated with the NRC's Office of the Inspector General before responses to inquiries are provided. If you are contacted by a member of an IG's office from another Federal agency, prior to responding to their inquiries, please contact either the Assistant for Operations, Office of the Executive Director of Operations (301-415-1703), or the Assistant Inspector General for Audits (301-415-5915). If you have any questions concerning this announcement or the procedures for staff to follow, please contact either one of these individuals.

/RA/

**R. W. Borchardt
Executive Director for Operations**

DISTRIBUTION: EDATS: OEDO-2009-0457
EDO r/f

ADAMS Accession No.: ML092010484

OFFICE	OEDO/CMIB	OEDO
NAME	J.Arildsen:kb	RWBorchardt
DATE	07/20/09	07/22/09

OFFICIAL RECORD ONLY



UNITED STATES NUCLEAR REGULATORY COMMISSION

Yellow Announcement: YA-12-0155

Date: December 10, 2012

TO: All NRC Employees

**SUBJECT: LEGACY SECY PAPERS AND STAFF REQUIREMENT MEMORANDUMS
NOW AVAILABLE IN ADAMS**

In collaboration with the Office of the Secretary (SECY), the Office of Information Services (OIS), and the Office of Administration (ADM), the Office of the General Counsel (OGC) is announcing the completion of the first phase of a project to provide reference copies of the agency's legacy SECY papers and Staff Requirement Memorandums (SRMs) as PDFs. As of December 10, 2012, about 75% of these materials from 1975-2000 are available in the Agencywide Documents Access and Management System (ADAMS) for reference.

Although these documents are fully text searchable, they have been entered into ADAMS as "draft" documents, are not official records, do not have complete ADAMS profiles, and cannot be used for official agency business. If any of the documents are needed for reference in official agency activities, you should first search ADAMS to determine whether an official record is available. If you can find a publicly available official record in ADAMS, you may reference that document in public documents and meetings. If you can find a non-publicly available official record, you may only reference that document in non-public documents and meetings.

If you cannot find an official record in ADAMS, then you can obtain the official record by contacting OIS at records.resources@nrc.gov. OIS has a process for declaring official records in ADAMS. (Refer to NRC's Digitization Plan (ML12209A268) and Yellow Announcement No. 094, "[Policy, Procedures, and Services for Digitizing Records](#)".) If the document has not been made public, and you need to reference the document in a public document or meeting, OIS will work with SECY to determine whether the document can be made public.

To search the SECY papers you need to use the "Simple" Search feature in ADAMS P8. This feature is accessed by clicking on the "[Simple Search](#)" hyperlink on the "[My Workplace](#)" page in ADAMS P8.

On the search screen (screenshot below) you need to use the "Content contains (all)," "Document Date," and "Document Type includes" fields.

Specify the word or phrase for which you are looking in the Content field.

In the date fields, specify Jan 1, YEAR of the year you want to search. For example, to search the SECY papers from 1981, you would enter Jan 1, 1981, in either of the Document Date fields. The documents in this collection have Jan 1 YEAR as the document date.

To search multiple consecutive years, search from Jan 1, YEAR1 to Jan 1, YEAR2. For example, to search all of the SECY papers from 1981 through 1985, you would enter Jan 1, 1981, in the "Document Date is greater than or equal to" field, and Jan 1, 1985, in the "Document Date is less than or equal to" field.

Specify "Commission SECY Paper" in the "Document Type includes" field.

The search shown below looks for the phrase "Waste Confidence" in all of the SECY papers from 1979 through 1991.

The screenshot shows the FileNet Workplace XT Simple Search interface. The search criteria are as follows:

- Search in: entire Object Store
- Class: Official Record, Package, Draft, Reference, Templates, ADAMSDupeCheck, DPC Production, EJE Auto-Populate
- Documents:
 - content contains (all) "Waste Confidence"
 - AND Official Record? is equal to [dropdown]
 - AND Accession Number is equal to [text field]
 - AND Document Date is greater than or equal to Jan 1, 1979
 - AND Document Date is less than or equal to Jan 1, 1991
 - AND Docket Number includes [text field]
 - AND Author Name includes [text field]
 - AND Case/Reference Number includes [text field]
 - AND Document Title contains [text field]
 - AND Document Type includes Commission SECY Paper
- Document version: Released

Buttons: Reset, Search

Over the next 12 months OGC will work with SECY, OIS, and ADM to add additional documents to the SECY and SRM collections in ADAMS.

/RA/

Margaret M. Doane
General Counsel

DISTRIBUTION:

MDoane Chron

ADAMS ACCESSION NUMBER:

OFFICE	OGC	OGC	OGC		
NAME	TRothschild	MDoane	TCampbell/byT Rothschild		
DATE	12/10/12	12/10/12	12/10/12		

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UNITED STATES NUCLEAR REGULATORY COMMISSION

Yellow Announcement: YA-13-0004

Date: January 7, 2013

TO: All NRC Employees

**SUBJECT: EVENT: "NEW REACTOR LICENSING 50 YEARS LATER," A SERIES,
FROM SHIPPINGPORT AND YANKEE ROWE TO VOGTLE AND SUMMER -
PART 1: "LICENSING THE FIRST FLEET"**

Please join the Office of New Reactors for a series of special knowledge management seminars and panel discussions to commemorate 50 Years of Reactor Licensing. Part 1 of this series will be held on January 10, 2013, from 9:00 a.m. - 12:45 p.m. (EST) in the Two White Flint North Auditorium.

This milestone event will feature discussions and memories from former employees and management of the Atomic Energy Commission (AEC) and the U.S. Nuclear Regulatory Commission who participated in the siting and licensing of the Nation's first fleet of commercial nuclear reactors. Topical discussions include:

- **The Socio/Political Atmosphere during Early Civilian Nuclear Regulation**
Samuel Walker - former NRC Historian
- **Reflections on the Administration's Insights on NRC's Creation**
Manning Muntzing - former Director of Regulation of the AEC
- **The Independent Approach to Licensing Reactors- When Part 50 was New**
Brian Grimes - former Division Director within Nuclear Reactor Regulation
- **The Technical Challenges in Initial Licensing: Approach to Siting and Technical Specifications**
Richard Grill - former Branch Chief, Site Safety, Division of Reactor Licensing (AEC)
Hugh Thompson - former Deputy Executive Director for Operations
- **Challenges associated with Licensing Individual Plants**
Thomas Murley - former Director of Nuclear Reactor Regulation
Frank Miraglia - former Deputy Executive Director for Operations

The event will be broadcast to the regions and the Technical Training Center through video teleconference in the following locations:

- TTC - Second floor conference room
- Region I - Grand Canyon
- Region II - Room 945 and Room 1282
- Region III - Executive Conference Room
- Region IV - CR_3062

Staff should discuss participation with their management.

Please join us in linking our past with our present, and exploring our future.

The point of contact is Cindy Rosales-Cooper, (301) 415-1168.

/RA/

Gary Holahan, Acting Director
Office of New Reactors

DISTRIBUTION:

ADAMS ACCESSION NUMBER:

OFFICE	NRO	NRO/OD
NAME	C.Rosales-Cooper	G. Holahan
DATE	1/7/13	1/7/13

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UNITED STATES NUCLEAR REGULATORY COMMISSION

Yellow Announcement: YA-13-0029

Date: March 11, 2013

TO: All NRC Employees

SUBJECT: "NEW REACTOR LICENSING 50 YEARS LATER", A SERIES, *FROM SHIPPINGPORT AND YANKEE ROWE TO VOGTLE AND SUMMER* - PART 2: "THE DAWN OF THE COMBINED LICENSE"

Please join the Office of New Reactors (NRO) for a special knowledge management seminar and panel discussion to commemorate 50 Years of Reactor Licensing. Part 2 of this series will be held on April 11, 2013, from 8:30 a.m. - 12:30 p.m. in the NRC auditorium. This milestone event will feature discussions from former and current NRC employees.

Topical discussions include:

- Bridging the Gap: What Caused Congress to Request a One-step Licensing Process
- Changes in New Reactor Licensing Post Three Mile Island and Chernobyl
- Creation and Use of Part 52: Dawn of the Combined License
- Developing Part 52: A Legal Perspective
- Leveraging Resources and the Use of International Collaboration in New Reactor Licensing
- Regulatory Tools Used in Licensing: Was There a Change in Our Approach to Safety Given the New One-step Process?

Speakers include Michael Johnson, Gary Holahan, Thomas Murley, Frank Miraglia, Jerry Wilson, Geary Mizuno, Steve Crockett, Brian Sheron, and Tom Wellock.

This seminar will be available to the regions and TTC. Specifics on the broadcast will be published in another announcement.

Please join us in linking our past with our present and exploring our future.

The point of contact is Donna Williams, (301) 415-1322.

/RA/

Glenn M. Tracy, Director
Office of New Reactors

ADAMS ACCESSION NUMBER: ML13067A202

OFFICE	D:NRO
NAME	GTracy
DATE	03/11/13

OFFICIAL RECORD COPY



UNITED STATES NUCLEAR REGULATORY COMMISSION

Yellow Announcement: YA-14-0050

Date: April 18, 2014

To: All NRC Employees

**SUBJECT: REMINDER OF KNOWLEDGE MANAGEMENT EVENT REFLECTIONS
ON FUKUSHIMA: SENIOR LEADERSHIP VISIT TO JAPAN 2014**

Please join the Office of the Executive Director for Operations for a Knowledge Management Seminar Event: Reflections on Fukushima: Senior Leadership Visit to Japan 2014. This seminar features a panel comprising the senior leadership of the Reactor and Preparedness Program of the NRC who visited the Fukushima Dai-ichi nuclear accident site in February 2014. The panelists will share personal reflections and insights gained from this visit as well as participate in a question and answer period. Staff will also be able to see a compilation of video and photographs taken during the trip. This event will be held on April 24, 2014, from 1:00-4:00 p.m. (EST) in the TWFN auditorium.

The NRC has been engaged in a number of lessons-learned activities since the March 2011 accident at Fukushima that are geared towards strengthening the safety of U.S. nuclear power plants. The NRC **Executive Director for Operations, Mark Satorius**, invites staff to participate in this event, as it presents an opportunity to hear from and engage the following panel of senior leaders on key insights from the visit to Japan and to understand how these insights relate to our lessons-learned activities and regulatory actions.

Michael R. Johnson, Deputy Executive Director for Operations
Eric Leeds, Director, Office of Nuclear Reactor Regulation (NRR)
Glenn Tracy, Director, Office of New Reactors (NRO)
James Wiggins, Director, Office of Nuclear Security and Incident Response
Bill Dean, Administrator, Region I
Victor McCree, Administrator, Region II
Cynthia Pederson, Administrator, Region III
Marc Dapas, Administrator, Region IV
Steven West, Deputy Director, Office of Nuclear Regulatory Research
Scott Flanders, Director, Division of Site and Environmental Analysis, NRO
David Skeen, Director, Japan Lessons Learned Directorate, NRR

Topical discussions will include the three overarching insights the Senior Leadership team gained from the visit to Japan:

- Ensure that the nuclear industry and the NRC are prepared for the unexpected.
- Ensure that licensees have a deep understanding of their plants and that both NRC and the industry maintain technical expertise.
- Ensure that U.S. licensees fully implement, maintain, and appropriately exercise the measures that will be put in place associated with the post-Fukushima actions directed by the NRC.

The event will be broadcast to the regions and the Technical Training Center through video teleconference and will be available via Go-To-Meeting. The broadcast will be available at Church Street in Rooms C2C019 and C4C019. Regional and TTC employees should check their internal Web sites for VTC locations. This seminar will be cataloged in iLearn as training. The iLearn ID for this course is 86143. The points of contact for this event are Cindy Rosales-Cooper, (301) 415-1168, and Patricia Sprogeris, (301) 415-1713.

/RA/

Michael R. Johnson,
Deputy Executive Director for Reactor
and Preparedness Programs
Office of the Executive Director for Operations

ADAMS Accession No.: ML14107A514

OFFICE	OEDO	OEDO	OEDO
NAME	CRosales-Cooper (MDudek for)	MGalloway	MJohnson
DATE	04/ 18 /14	04/ 18 /14	04/ 18 /14



UNITED STATES NUCLEAR REGULATORY COMMISSION

Yellow Announcement: YA-14-#.....

Date: May 9, 2014

TO: All NRC Employees

SUBJECT: CONFLICT OF INTEREST PROSECUTIONS-2012

The Office of Government Ethics has completed its annual survey of prosecutions involving the conflict of interest criminal statutes (18 U.S.C. §§ 202-209) for the period January 1, 2012 through December 31, 2012. Most of the cases involve violations of 18 U.S.C. § 208, which prohibits Federal employees from personal and substantial participation in any Government particular matter that could directly and predictably affect their financial interests or the financial interests of their spouse, minor child, business associate, or anyone with whom they are negotiating or have an arrangement for future employment. There are also violations of the criminal statutes prohibiting supplementing a Federal employee's salary for performing official duties (18 U.S.C. § 209), and making a material false statement on a financial disclosure form (OGE-450) (18 U.S.C. § 1001(a)(1)). OGC has prepared a summary of these prosecutions. OGC encourages all NRC employees to review this summary. Criminal conflict of interest statutes apply to all NRC employees, including Special Government Employees, regardless of grade or position. Summaries of the prosecutions reported to OGE for past years can be found on its website at www.oge.gov under the topic of "Enforcement".

/RA/

Margaret M. Doane
General Counsel

Management Directive Reference: MD 7.5, "Ethics and Training"

Distribution

M. Doane's chron.

Document Name: G:\GC\Doane\Yellow Announcements\OGE Prosecution Survey\5-8-14 – OGE Prosecution Survey Yellow Announcement.doc; OGC Summary of OGE Prosecution Survey.doc

ADAMS ACCESSION NUMBER: ML

*See Previous Concurrence

OFFICE	OGC	OGC	OGC	OGC	
NAME	LClark	MBSpencer*	TRothschild*	MDoane	
DATE	05/ /14	05/9/14	05/9/14	05/9/14	

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UNITED STATES NUCLEAR REGULATORY COMMISSION

Yellow Announcement: YA-14-0102

Date: August 29, 2014

TO: All NRC Employees

**SUBJECT: DISSEMINATION OF DOCUMENTS ISSUED BY THE OFFICE OF THE
GENERAL COUNSEL**

The Office of the General Counsel (OGC) wishes to remind all NRC employees of the need to protect information covered by the attorney-client privilege or the attorney work-product privilege. This announcement provides guidance to all NRC employees on the handling of OGC memoranda that are covered by the attorney-client or the attorney work-product privileges.

OGC provides legal advice on a routine basis to the Commission and to staff offices. When that advice is considered "confidential," it is marked by OGC to indicate the document includes "Attorney-Client" or "Attorney Work-Product" material. Attorney-client information and attorney work-product information are subject to certain protections; for example, documents containing those categories of information may be withheld from release in response to a Freedom of Information Act request or may be withheld from release in administrative litigation or litigation before the Federal courts.

Under applicable law, distribution of OGC memoranda within the agency does not waive the various privileges as long as the distribution of memoranda is limited to those persons who reasonably need the legal advice or other guidance provided in the memoranda to perform their duties. Likewise, distribution of OGC memoranda to other Government agencies does not waive the privilege as long as distribution is in furtherance of the agency's mission and is, again, limited to those persons who need the information in the memoranda to conduct their duties. OGC should be informed in advance of distribution outside of the NRC.

However, distribution of OGC memoranda to persons who do not need the legal advice or guidance provided therein to perform their duties would be inconsistent with the "confidential" nature of that advice and could waive the privilege, resulting in the undesired disclosure of the document and the information it contains. Similarly, distribution of memoranda to other Government agencies that is not in furtherance of the NRC's mission and/or is not limited to those persons who need the advice to perform their duties, could also act to waive the

applicable privilege. Accordingly, all NRC employees are requested to limit the distribution of OGC memoranda within their own organizations to those with a "need to know." If you have questions about distribution, please direct your inquiries to the OGC contact on the document.

/RA/

Margaret M. Doane
General Counsel

Management Directive Reference: None

ADAMS ACCESSION NUMBER: ML

Document Name: G:\GC\Doane\Yellow Announcements\2014YA – Dissemination of Documents Issued
by the Office of the General Counsel.doc

*See Previous Concurrence

OFFICE	OGC	OGC	OGC		
NAME	C. Mullins	T. Rothschild	M. Doane		
DATE	8/26/14	8/28/14	8/29/14		

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UNITED STATES NUCLEAR REGULATORY COMMISSION

Yellow Announcement: YA-15-0026

Date: February 12, 2015

TO: All NRC Employees

SUBJECT: POLICY CLARIFICATION -- DOCUMENTS INADVERTENTLY RELEASED TO THE PUBLIC

The purpose of this announcement is to clarify and update the reporting requirements after an inadvertent release of information.

- The current policy outlined in Management Directive (MD) 3.4, Part V of the Handbook, "Documents Inadvertently Released to the Public," states that "when a document not authorized for release is inadvertently released to the public by the NRC, its contractors, or other Government agencies, the Executive Director for Operations (EDO) and the Inspector General (IG) shall be promptly advised in writing of the occurrence."
- The agency has updated its reporting procedures. Staff can report to the EDO either by (1) clicking on the "Report a Security Incident" button on the NRC internal Web site and following the instructions, or (2) contacting the Computer Security Office hotline at 301-415-6666. The agency will incorporate this new reporting guidance into the next revision of MD 3.4.

This clarification does not affect referrals to the Office of the Inspector General (OIG) or the OIG's associated investigative role. If you have any questions, please e-mail or call Ron Gagnon (301-415-6873) or Margie Janney (301-415-7245).

/RA/

James P. Flanagan, Director
Office of Information Services

Management Directive Reference: MD 3.4, "Release of Information to the Public"

ADAMS Accession No.: ML14226A070

*email concurrence

OFFICE	QTE*	OIS	OIS	OIS	OIS
NAME	C. Hsu	R. Gagnon	M. Janney	H. Le	C. Rheaume
DATE	08/12/14	08/14/14	08/25/14	09/02/14	09/04/14
OFFICE	DD/OIS	D/OIS	ADM	ADM	CSO
NAME	M. Givvines	J. Flanagan/ MGivvines for/	A. Roundtree	D. Cardenas	T. Graham
DATE	09/09/14	09/09/14	09/11/14	09/11/14	09/16/14
OFFICE	OGC	EDO	D/OIS		
NAME	J. Adler	D. Ash	J. Flanagan		
DATE	02/02/15	02/09/15	02/12/15		

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**UNITED STATES
NUCLEAR REGULATORY COMMISSION**

Yellow Announcement: YA-16-0138

Date: December 14, 2016

Expiration Date: November 14, 2019

TO: All NRC Employees

SUBJECT: NEW CONTROLLED UNCLASSIFIED INFORMATION PROGRAM

The Federal Government has standardized the way the executive branch handles information that requires safeguarding or dissemination controls (excluding information that is classified under Executive Order 13526, "Classified National Security Information"; or any predecessor or successor order; or the Atomic Energy Act of 1954 under a program called "Controlled Unclassified Information" or "CUI." The law has been codified under 32 CFR 2002 and became effective on November 14, 2016.

All executive branch agencies will be phasing in the new regulation over the next several years. The U.S. Nuclear Regulatory Commission's (NRC's) Sensitive Unclassified Information (SUNSI) and Safeguards Information (SGI) programs will be captured under the new CUI program. The NRC CUI senior agency official and the CUI program manager are assigned to the Office of the Chief Information Officer (OCIO). At the present time, both the SUNSI program and the SGI program will continue to function as normal. As the NRC transitions through the various stages of CUI implementation, OCIO will communicate these changes to the staff. The first steps in implementation will be to draft new policy, safeguard CUI per the new regulation, and train all NRC employees. Additional information on CUI can be found [here](#).

/RA/

David J. Nelson
Chief Information Officer

Management Directive References:

1. MD 3.4, "Release of Information to the Public"
2. MD 12.7, "NRC Safeguards Information Security Program"

DISTRIBUTION:

ADAMS ACCESSION NUMBER: ML16348A080

*concurrent by email

OFFICE:	OCIO/PMPD/IPB	OCIO/PMPD/IPB	OCIO/PMPD/IPB	OCIO/PMPD	OCIO
NAME:	RGagnon	BDeahl*	MJanney	CRheaume	DNelson
DATE:	12/13/ 16	12/13/16	12/13/16	12/13/16	12/14/16

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