

January 19, 2018

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

FROM: Daniel H. Dorman */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: RESPONSE TO THE OFFICE OF THE INSPECTOR GENERAL'S
EVALUATION OF THE NUCLEAR REGULATORY COMMISSION'S
SHARED "S" DRIVE (OIG-18-A-06)

This memorandum responds to the December 21, 2017, memorandum transmitting OIG-18-A-06, "Evaluation of NRC's Shared "S" Drive." The U.S. Nuclear Regulatory Commission (NRC) staff agrees with the Office of the Inspector General's (OIG's) findings and recommendations.

The OIG report makes four recommendations to improve the management of the NRC's shared "S" drive. Enclosed please find the NRC staff's responses to OIG's recommendations from the evaluation report.

Enclosure:
NRC's Response to OIG-18-A-06

CONTACT: Margaret A. Janney, OCIO/GEMSD
(301) 415-7245

Memorandum Response to The Office of The Inspector General's Evaluation of The Nuclear Regulatory Commission's Shared "S" Drive (OIG-18-A-06). DATE: January 19, 2018

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EVALUATION OF NRC'S SHARED S. DRIVE

OIG-18-A-06

Status of Recommendations

Recommendation 1:

Revise NRC's SUNSI handling requirements guidance to specify how to effectively protect PII stored on the shared "S" drive.

Agency Response Dated
January 9, 2018:

Agree. The NRC's Office of the Chief Information Officer (OCIO) has drafted guidance that will specify how to protect Personally Identifiable Information (PII) stored on shared "S" drives. When the guidance is approved, it will be included on the PII web page, <http://drupal.nrc.gov/ocio/pii>. The Sensitive Unclassified Non-Safeguards Information (SUNSI) web page, <http://www.internal.nrc.gov/sunsi/>, has a link to the PII web page.

Target Completion Date: June 29, 2018

Point of Contact: Sally Hardy, (301) 415-5607

Recommendation 2:

Provide PII training annually to NRC staff on how to protect PII stored on the shared "S" drive.

Agency Response Dated
January 9, 2018:

Agree. OCIO reached out to the Office of the Chief Human Capital Officer (OCHCO) to update the annual PII/Privacy Training course to include how to protect PII stored on shared drives. OCHCO has agreed to incorporate this into the training that is due to be completed by all employees and contractors by the end of June 2018.

Target Completion Date: June 29, 2018

Point of Contact: Sally Hardy, (301) 415-5607

Recommendation 3:

Review the shared "S" drive for PII on a periodic timeframe.

Agency Response Dated
January 9, 2018:

Agree. OCIO will perform a full review of the shared "S" drive for PII every 2 years, beginning fiscal year (FY) 2019 Q4. A partial/spot check review will be performed in the year when a full review is not performed.

Target Completion Date: September 30, 2019

Point of Contact: Mike Williams, (301) 287-0660

Enclosure

EVALUATION OF NRC'S SHARED S. DRIVE

OIG-18-A-06

Status of Recommendations

Recommendation 4:

Remove or delete PII from the shared "S" drive.

Agency Response Dated
January 9, 2018:

Agree. OCIO will remove or delete PII from the shared "S" drive every year as a result of the full review or partial/spot check, beginning FY 2019 Q4.

Target Completion Date: September 30, 2019

Point of Contact: Mike Williams, (301) 287-0660