



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D.C. 20555-0001

January 17, 2018

MEMORANDUM TO: Paul Harris, Acting Chief  
Fuel Cycle and Transportation Security Branch  
Division of Physical and Cyber Security Policy  
Office of Nuclear Security and Incident Response

FROM: Brian Zaleski, Fitness for Duty Specialist /RA/  
Fuel Cycle and Transportation Security Branch  
Division of Physical and Cyber Security Policy  
Office of Nuclear Security and Incident Response

SUBJECT: FORTHCOMING PUBLIC MEETING (WEBINAR) REGARDING  
ANNUAL FITNESS-FOR-DUTY REPORTING OF DRUG AND  
ALCOHOL INFORMATION AND USE OF ELECTRONIC  
REPORTING SUBMISSION FORMS

DATE & TIME: January 30, 2018, 1:00 p.m. – 2:30 p.m.

LOCATION: U.S. Nuclear Regulatory Commission (NRC)  
Three White Flint North  
11601 Landsdown Street  
North Bethesda, MD 20852

CATEGORY: This is a Category 1 public meeting. The public are invited to observe this meeting by linking into the webinar using an internet browser, prior registration is required. The public will have an opportunity to communicate with the NRC after the business portion of the meeting, but before the meeting is adjourned.

PURPOSE: The purpose of this webinar is to discuss the annual fitness-for-duty (FFD) program reporting requirements, guidance, and electronic reporting forms for drug and alcohol testing conducted pursuant to Title 10 of the *Code of Federal Regulations* (10 CFR), Part 26, "Fitness for Duty Programs." This meeting will prepare licensees and other entities for the upcoming reporting of calendar year 2017 drug and alcohol testing information.

MEETING CONTACT: Brian Zaleski, NSIR/DPCP/FCTSB  
301-287-0638  
[Brian.Zaleski@nrc.gov](mailto:Brian.Zaleski@nrc.gov)

## PARTICIPANTS: NRC

Commercial nuclear industry representatives who complete and submit the annual FFD program performance reports to the NRC under 10 CFR 26.417 or 26.717 are encouraged to participate in the webinar. Representatives are encouraged to prepare for this meeting by reviewing the FFD drug and alcohol electronic reporting forms that are posted on the NRC's Web site at <http://www.nrc.gov/reactors/operating/ops-experience/fitness-for-duty-programs/submit-ffd-reports.html> and to develop questions to ask the NRC technical staff regarding FFD reporting requirements.

Please see the enclosed agenda.

TELECONFERENCE: Bridge Number                      Pass Code  
(415) 655-0060                      Shown on screen after joining the webinar

For the audio portion of the webinar, participants can use either their telephone (dial the bridge number and enter the pass code) or use their computer microphone and speakers.

WEBINAR: To ensure access to the webinar, please register in advance by going to the following link and providing your name and e-mail address:

<https://attendeegotowebinar.com/register/8673175706845351170>

Please do not wait until the day of the webinar to register because it may not be possible for the NRC staff to confirm your registration request and provide you with access to the webinar.

The NRC's Policy Statement, "Enhancing Public Participation in NRC Meetings," effective May 28, 2002, applies to this meeting. The policy statement may be found on the NRC's Web site at <http://www.nrc.gov/reading-rm/doc-collections/commission/policy/67fr36920.html>.

The NRC provides reasonable accommodation to individuals with disabilities where appropriate. If reasonable accommodation is needed to participate in this meeting, or if a meeting notice, transcript, or other information from this meeting is needed in another format (e.g., Braille, large print), please notify the NRC meeting contact. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

Enclosure:  
Agenda

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FITNESS-FOR-DUTY REPORTING OF DRUG AND ALCOHOL INFORMATION  
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DATE: January 17, 2018

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<b>OFFICE</b>	NSIR/DPCP/FCTSB	NSIR/DPCP/FCTSB
<b>NAME</b>	P. Harris (via e-mail)	B. Zaleski
<b>DATE</b>	1/17/18	1/17/18

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