



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

September 25, 1996

MEMORANDUM TO: Frank P. Gilliespie, Director, DISP  
Thomas T. Martin, Director, DRPM  
Ashok C. Thadani, Associate Director, ADT  
Roy P. Zimmerman, Associate Director, ADPR

FROM: William T. Russell, NRR *W. Russell*

SUBJECT: PROCEDURES FOR INTERACTIONS BETWEEN NRR STAFF AND  
OWNERS GROUPS, VENDORS, AND NEI

Several months ago, the Generic Issues and Environmental Projects Branch (PGEB) was formed within the Division of Reactor Program Management (DRPM). One of the charters of this new branch is to improve the management of interactions between the staff and outside industry organizations such as owners groups, vendors, and the Nuclear Energy Institute (NEI). The purpose of this memorandum is to define the respective roles and my expectations of the NRR technical review staff during interactions with these industry groups, and the PGEB staff, as lead project managers (PMs) for these interactions. Any questions about the guidance in this memorandum should be directed to David Matthews, Chief, Generic Issues and Environmental Projects Branch, at 415-1282.

Interactions with Owners Groups and Vendors

Attachment 1 lists the lead PM assignments within PGEB for owners groups and vendors. The PGEB PMs will perform traditional project management functions for their assigned project(s). These functions include the following: arranging and facilitating meetings and conference calls, preparing meeting summaries and responses to correspondence, and managing proprietary document and topical report reviews. Due to declining resources, the number of owners group or vendor topical reports that the staff can review is limited. Therefore, topical reports that have a direct licensing application and are sponsored by a licensee will be scheduled for review and receive staff resources. Topical reports that do not have a licensee sponsor will receive the lowest priority for resources and will be scheduled for review as available resources permit. The staff will continue to use input from the owners groups and vendors in their prioritization of the topical report reviews.

In general, all correspondence, with the exception of inspection-related documents, to the owners groups or vendors is to be issued under the signature of the assigned PGEB PM, the PGEB branch chief, or the DRPM division director, as appropriate. The NRR staff is to keep the assigned PM informed of all interactions with these groups.

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PDR PROJ PDR  
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PROJECT 689 96-114  
X PROJECT 690

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DF03

Interactions with NEI

PGEb staff is also responsible for coordinating all NRR interactions with NEI. Attachment 2 provides a listing of the major issues currently under discussion with NEI and identifies the lead and backup PMs in PGEb, the lead NRR technical staff reviewers, and the primary NEI contact. Please contact Stu Magruder (415-3139) or Melinda Malloy (415-1178) of PGEb to provide any comments or proposed changes to this listing.

Since the scope of interactions between the NRR staff and NEI is so broad, I expect the involvement of the PGEb PMs to be less than that for the owners groups and vendors. The PGEb PMs should keep current on the status of assigned issues(s) and should facilitate NRR communications with NEI. As such, NRR technical staff should make the PGEb PMs aware of upcoming meetings and phone calls. PGEb PMs will coordinate meetings, issue meeting notices, and make sure that NRC licensing practices are employed when dealing with NEI. Although the appropriate NRR technical branch will be responsible for issuing meeting summaries, the PGEb PMs will assist in this effort if necessary. The PMs should not hinder interactions and, accordingly, the lead technical staff should continue their close contacts with NEI on assigned issues.

Correspondence between NEI and the staff has traditionally been a problem. In a letter to NEI on March 18, 1996 (Attachment 3), we emphasized the importance of NEI sending a copy of all their correspondence with the staff to the Document Control Desk to ensure that it receives timely and proper distribution within the agency and that it is available to the public. To ensure consistency in NRR's correspondence with NEI, as well as proper coordination with and distribution to all appropriate parties, all letters to NEI should receive the concurrence of the PGEb branch chief.

## Attachments:

1. NRR Lead PM Assignments for Owners Groups and Vendors (As of 9/96)
2. NRR/NEI Active Issues (As of 9/96)
3. Letter to NEI Dated 3/18/96

Project Nos. 689 & 690

\*See Previous Concurrences

DOCUMENT NAME: G:\SLM1\REC\G-2.NEI

To receive a copy of this document, indicate in the box: "C" = Copy without enclosures "E" = Copy with enclosures "N" = No copy

OFFICE	PM: PGEb*	SC: PGEb*	C: PGEb*	D: DRPM*
NAME	SMagruder:sw	FAkstulewicz	DMatthews	TTMartin
DATE	09/20/96	09/20/96	09/20/96	09/23/96

OFFICE	D: NRR
NAME	WRussell:sw
DATE	09/25/96

10.  
9/23  
OFFICIAL RECORD COPY

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Distribution (w/atts): MEMO RE PROCEDURES FOR INTERACTIONS BETWEEN NRR  
STAFF AND OWNERS GROUPS, VENDORS, AND NEI DATED  
September 25, 1996

Docket File

PUBLIC

PGEB R/F

PGEB Staff

DMatthews

FMiraglia

BGrimes

GHolahan

RJones

BSheron

GLainas

BBoger

RSpessard

SVarga

JRoe

SNewberry

SHoffman

SWeiss

SBajwa

LMarsh

SWest

CMiller

REmch

SBlack

RCorreia

RGramm

CGrimes

EButcher

RPalla

AHsia

SRichards

LCunningham

JStrosnider

TReed

TCollins

WLyons

SKlementowicz

DMorrison, RES

CPaperiello, NMSS

# **NRR LEAD PROJECT MANAGER ASSIGNMENTS FOR OWNERS GROUPS AND VENDORS (As of 9/96)**

ASSIGNMENT	LEAD PM	BACKUP PM
B&W Owners Group and Framatome topical reports	Joe Birmingham 415-2829 e-mail: jlb4	Stu Magruder 415-3139 e-mail: slm1
BWR Owners Group and GE topical reports	Jim Wilson 415-1108 e-mail: jhw1	Barry Zalcman 415-3467 e-mail: bxz
Combustion Engineering Owners Group and ABB-CE topical reports	Stu Magruder 415-3139 e-mail: slm1	Claudia Craig 415-1053 e-mail: cmc1
Westinghouse Owners Group and Westinghouse topical reports	Claudia Craig 415-1053 e-mail: cmc1	Egan Wang 415-1076 e-mail: eyw
Seimens topical reports	Egan Wang 415-1076 e-mail: eyw	Joe Birmingham 415-2829 e-mail: jlb4
Cooper Bessemer	Joe Birmingham 415-2829 e-mail: jlb4	Stu Magruder 415-3139 e-mail: slm1
EPRI reports	Jim Wilson 415-1108 e-mail: jhw1	Eileen McKenna 415-2189 e-mail: emm



## NRR/NEI ACTIVE ISSUES (As of 9/96)

ISSUE	PROJECT MANAGER*	LEAD REVIEWER	NEI CONTACT
ALWR Regulation	J.N. Wilson S. Magruder	J.N. Wilson	R. Simard
FSAR/50.59	E. McKenna M. Malloy	E. McKenna	S. Floyd
Decommissioning	S. Magruder	S. Bajwa	A. Nelson
Fire Protection	M. Malloy	S. West	A. Marion
Hot Particles	S. Magruder	R. Emch	R. Anderson
Inservice Inspection	M. Malloy	G. Bagchi	T. Pietrangelo
Inservice Testing	M. Malloy	D. Fisher	T. Pietrangelo
License Renewal	S. Hoffman S. Magruder	S. Newberry	D. Walters
Maintenance	S. Magruder	R. Correia	S. Floyd
Quality Assurance	M. Malloy	R. Gramm	A. Heymer
Personnel Access Data System	S. Magruder	L. Cunningham	D. Modeen
Technical Specifications Improvement	S. Magruder	C. Grimes	D. Modeen
Severe Accident Management	S. Magruder	R. Palla	D. Modeen
Operator Licensing	S. Magruder	S. Richards	D. Modeen
Radiation Protection Work Practices	S. Magruder	R. Emch	D. Modeen
Regulatory Threshold	M. Malloy	E. Butcher T. Hsia	T. Pietrangelo
Shutdown Plant Issues	S. Magruder	W. Lyon	T. Pietrangelo
Site Cleanup and Restoration Criteria	S. Magruder	S. Klementowicz	L. Hendricks
Source Term	J.H. Wilson M. Malloy	R. Emch	A. Marion
Reactor Pressure Vessel Integrity	S. Magruder	J. Strosnider	K. Cozens
Steam Generator Integrity	T. Reed S. Magruder	J. Strosnider	C. Callaway

**Note:** Project No. 689 should be used on all correspondence, except that related to the Part 54 guideline document (NEI 95-10), for which Project No. 690 should be used.

\* S. Magruder and M. Malloy back up each other.

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

March 18, 1996

Nuclear

Mr. William H. Rasmussen  
Executive Vice President  
Nuclear Energy Institute, Suite 400  
1700 I Street, NW  
Washington, DC 20006-1708

cc:

SUBJECT: PROJECT NUMBER FOR USE IN CORRESPONDENCE BETWEEN NUCLEAR ENERGY  
INSTITUTE (NEI) AND THE NUCLEAR REGULATORY COMMISSION (NRC)

Dear Mr. Rasmussen:

In our letter dated January 17, 1996, we requested that you include Project No. 689 on all future NEI correspondence with the NRC. In your February 2, 1996, letter to the NRC, you indicated that you will include the project number on all correspondence and that you intend to address correspondence to a recipient in the Office of Nuclear Reactor Regulation (NRR) or to the Secretary of the Commission (SECY).

For certain activities, the NRC staff establishes a project number to facilitate identification and retrieval of documentation associated with the activity by members of the public, industry, and NRC staff. An example is the establishment of Project No. 690 for the staff's review of the NEI implementation guideline for the license renewal rule (NEI 95-10). When a project specific number is assigned, we request that the assigned project number be included in correspondence in place of Project No. 689.

Additionally, correspondence may be addressed to a recipient in NRR or SECY as stated in your letter or it may be addressed to the NRC Document Control Desk, to the attention of the appropriate recipient in NRR or SECY. However, correspondence addressed to a recipient may not always be entered into the NRC's document control system and, therefore, would not be recognized as an agency record or be retrievable by the public, industry, or NRC staff. Therefore, for correspondence that is not addressed to the Document Control Desk, we request that NEI indicate in its correspondence that a copy, with enclosures, has been submitted to the Document Control Desk.

If you have any questions regarding this matter, please contact Stewart Magruder at (301) 415-3139.

Sincerely,

*Theodore R. Quay*

Theodore R. Quay, Director  
Standardization Project Directorate  
Division of Reactor Program Management  
Office of Nuclear Reactor Regulation

Project No. 689

cc: See next page

9603260192

ATTACHMENT 3



UNITED STATES  
NUCLEAR REGULATORY COMMISSION

WASHINGTON, D.C. 20555-0001

March 18, 1996

Mr. William H. Rasin  
Senior Vice President  
Nuclear Energy Institute, Suite 400  
1776 I Street, NW  
Washington, DC 20006-3708

SUBJECT: PROJECT NUMBER FOR USE IN CORRESPONDENCE BETWEEN NUCLEAR ENERGY  
INSTITUTE (NEI) AND THE NUCLEAR REGULATORY COMMISSION (NRC)

Dear Mr. Rasin:

In our letter dated January 17, 1996, we requested that you include Project No. 689 on all future NEI correspondence with the NRC. In your February 2, 1996, letter to the NRC, you indicated that you will include the project number on all correspondence and that you intend to address correspondence to a recipient in the Office of Nuclear Reactor Regulation (NRR) or to the Secretary of the Commission (SECY).

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If you have any questions regarding this matter, please contact Stewart Magruder at (301) 415-3139.

Sincerely,

A handwritten signature in cursive script, appearing to read "Theodore R. Quay".

Theodore R. Quay, Director  
Standardization Project Directorate  
Division of Reactor Program Management  
Office of Nuclear Reactor Regulation

Project No. 689

cc: See next page

ATTACHMENT 3

9603260192



cc: Mr. William Rasin  
Senior Vice President  
Technical/Regulatory  
Nuclear Energy Institute  
Suite 400  
1776 I Street, NW  
Washington, DC 2006-3708

Mr. Thomas Tipton, Vice President  
Operations and Engineering  
Nuclear Energy Institute  
Suite 400  
1776 I Street, NW  
Washington, DC 2006-3708

Mr. John Schmitt, Director  
Emergency Preparedness  
and Waste Regulation  
Nuclear Energy Institute  
Suite 400  
1776 I Street, NW  
Washington, DC 2006-3708

Mr. Ronald Simard, Director  
Advanced Reactors Programs  
Nuclear Energy Institute  
Suite 400  
1776 I Street, NW  
Washington, DC 2006-3708

Mr. Douglas J. Walters  
Nuclear Energy Institute  
Suite 300  
1776 I Street, NW  
Washington, DC 20006-3708