

Congress of the United States

House of Representatives

COMMITTEE ON GOVERNMENT REFORM AND OVERSIGHT

2157 RAYBURN HOUSE OFFICE BUILDING

WASHINGTON, DC 20515-6143

January 14, 1997

Mr. Gerald Cranford
Acting Chief Information Officer
Director, IRM, OIRM
Nuclear Regulatory Commission
11545 Rockville Pike, Mail Stop T6F15
Rockville, MD 20852-2738

Dear Mr. Cranford:

Pursuant to its responsibilities under Article I of the U.S. Constitution and Rules X and XI of the Rules of the U.S. House of Representatives, the Government Reform and Oversight Committee's Subcommittee on Government Management, Information and Technology is conducting a continuing inquiry into the ability of the Federal Government's information technology systems to properly process year date fields on January 1, 2000. This "Year 2000" problem results from the computer-software limitations that use only two digit fields to recognize the year. Consequently, many computer programs will fail to recognize the change in century and misread "00" or the year 2000, as 1900.

The subcommittee will be holding an oversight hearing on Monday, February 24, 1997, entitled: "Will Federal Government Computers be Ready for the Year 2000?" Your participation as a witness may be requested. In preparation for this hearing, the subcommittee requests the following information from you:

1. Describe your agency's "Year 2000" activities. (Your response to this specific question will be made available to the public and a part of the hearing record. It may be of any length. In order to facilitate the dissemination of the response and the printing of the hearing record, provide the response to question 1 on a sheet(s) separate from the other answers, indicating its origin. Also provide an exact copy of your answer to question 1, as a separate document, on a 3.5" computer diskette. Should you be asked to testify at the February 24th hearing, your answer to this question will serve as your opening statement.)
2. Provide a copy or an executive summary of your agency "Year 2000" plan. (The plan itself will not be made a part of the hearing record.)
3. Does your "Year 2000" plan contain specific timetables and milestones?
 - a. What performance indicators are being used to determine the progress of

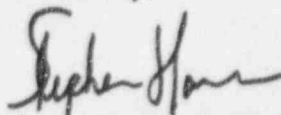
subordinate units?

- b. What is the frequency with which progress reports are received?
 - c. Does the plan provide specific dates when recoding for specified systems will be substantially complete and testing will begin?
4. Provide a summary of your inventory of major computer programs, systems, platforms and languages. If your agency is using an alternative metric to track its "Year 2000" effort, provide information for it. (This will not be part of the published hearing record.)
- a. Does the inventory include the total number of lines of programming code at your agency and the number of lines required to be converted?
 - b. What office(s) has responsibility for preparing and maintaining your agency major systems or software inventory?
 - c. Does your inventory estimate the cost-per-line of converting software to be year 2000 compliant?
 - d. How often is the inventory being updated to reflect additional information, such as changes in the status of individual information systems?
5. Have you developed a process for the prioritization of your information systems in order to avoid an adverse impact on the public? If so, describe it. Have you prioritized any applications and determined ones which can be discontinued prior to the year 2000? Please provide a list of those major applications that have been designated secondary and the activity with which they are used.
6. Provide an organization chart for your "Year 2000" project, indicating the reporting arrangements for personnel, including names, titles and grade levels. (Where appropriate, include the activities of constituent components of your agency.)
7. Who at your agency is your project manager?
- a. Who has overall responsibility for the "Year 2000" issue?
 - b. Who has day-to-day responsibility?
 - c. What other responsibilities does the day-to-day manager perform?
8. If your agency has delegated responsibility for its "Year 2000" project to a subordinate level within your agency, describe the delegation and how your office is monitoring their performance.

9. Provide a copy of your resume. Also, are you responsible for any other duties, in addition to being your agency's Chief Information Officer?
10. What resources are being devoted or are planned to be devoted to the "Year 2000" issue?
 - a. What are your cost estimates, by fiscal year? What are the components of those cost estimates?
 - b. Have you made or do you anticipate making any "new needs" requests for your "Year 2000" project, as opposed to providing for it through budget reallocations? If so, provide details of the request.
 - c. How many person-work years do you estimate will be devoted to your "Year 2000" project?
 - d. What proportion of the "Year 2000" work will be done in-house, and how much will be out-sourced?
 - e. Do any existing or anticipated maintenance, support, task-order or similar contracts involve a substantial component of "Year 2000" work? If so, list by fiscal year, the total dollar value of these contracts.

Your full and complete responses to these questions will be very helpful to the subcommittee. Please supply all requested information by the close of business, Wednesday, February 12, 1997. If you have any questions regarding this matter, please contact Mark Uncapher, subcommittee counsel, at 202-225-5147. We will be in contact with you later as to whether you will be requested to be a witness at the February 24, 1997 hearing.

Sincerely,



Stephen Horn, Chairman
Subcommittee on Government Management,
Information and Technology