
FOREWORD

This document sets forth the procedures governing the conduct of business at the Commission level of the Nuclear Regulatory Commission. It provides an overview of the Commission's responsibilities, Commission's decision-making process, including procedures governing formal Commissioner voting, the conduct of Commission meetings, Commissioner involvement in institutional correspondence, transmittal of sensitive documents to Congress, and Commission testimony. These procedures may be changed or waived by a majority of the Commission and questions regarding implementation and interpretation are decided by the Commission as a collegial body, consistent with existing law.

The Office of the Inspector General (OIG) is a statutorily established office conducting independent audits and investigations within the agency. The OIG has a statutory responsibility to communicate with the Congress, separate and apart from communication between the Commission and Congress. Accordingly, unless specifically stated, the requirements of these procedures with respect to Commission review and processing of documents, testimony, and personnel do not apply to the OIG.

These procedures will be reviewed at least every two (2) years to reflect approved reorganizations, consider changes for improved efficiency or effectiveness, and ensure conformity to legal requirements and Commission policy.

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Secretary of the Commission