

U.S. NUCLEAR REGULATORY COMMISSION MANAGEMENT DIRECTIVE (MD)

MD 9.11	ORGANIZATION AND FUNCTIONS, OFFICE OF PUBLIC AFFAIRS	DT-15-14
<i>Volume 9:</i>	Organization and Functions	
<i>Approved By:</i>	Stephen G. Burns, Chairman	
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EXECUTIVE SUMMARY		
Management Directive 9.11, "Organization and Functions, Office of Public Affairs," is being revised to update and clarify responsibilities for the Office of Public Affairs.		

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I. SUPERVISION

The Office of Public Affairs is headed by a director who reports to and is under the direction of the Chairman, as the principal executive officer and spokesperson for the Commission as provided in Reorganization Plan No. 1 of 1980.

II. FUNCTIONS

- A.** The office is responsible for developing and implementing communication strategies and tools that inform the public and the news media of U.S. Nuclear Regulatory Commission policies, programs, and activities, and to inform NRC management of traditional and social media coverage of interest to the agency.
- B.** Specifically, the office—
1. Provides public affairs advice to the Chairman, as official spokesperson for the Commission, and, when appropriate, to the Commission, and the Executive Director for Operations (EDO) and regional administrators.
 2. Develops strategies, plans, and tools for the Chairman's approval or, when appropriate without explicit oversight, to facilitate the dissemination of information to the public and the news media concerning NRC policies, programs, and activities.
 3. Recommends timing and method of delivery, and drafts public statements to be made by the Chairman, the Commission, the EDO, regional administrators, or office directors, when appropriate.
 4. In consonance with the guidance and decisions of the Chairman, may work with offices to guide the timing and preparation of public issuance of information originating in NRC, except for material covered under the Freedom of Information Act and matters within the cognizance of the Inspector General under the Inspector General Act of 1978, as amended.
 5. Provides the Chairman, the Commission, the EDO, regional administrators, and NRC staff with information on external activities that might affect NRC interests, and, when appropriate, recommends NRC take related actions.
 6. Offers advice and guidance to other governmental agencies when appropriate, to interdepartmental, intergovernmental, and international committees, boards, and similar organizations on matters concerning the preparation and dissemination of public information of importance to the NRC.
 7. Develops and administers public or media information programs, tools, or activities that raise awareness about the NRC, provide context for NRC decisions, promote dialogue with the public, and/or provide information that supports the NRC's reputation as a credible regulator.
 8. Reviews and consults on any decision by NRC staff to deny requests from members of the press for unclassified or declassified nonprivileged information.
 9. Manages the agency's social media program and assesses the viability and need for additions to the existing social media platforms.

10. Develops, maintains, tests and implements, when necessary, a crisis communication strategy for the agency.
11. Performs any other functions assigned by the Chairman.

III. DELEGATION OF AUTHORITY TO THE DIRECTOR

- A.** The director is authorized and directed to take any actions necessary to carry out the functions assigned by this directive, or other official directives or communications, subject to the limitations they may prescribe.
- B.** In addition, the director is specifically authorized to speak publicly for the NRC on routine matters; without advance clearance on nonroutine matters in those circumstances in which the director is unable to reach the Chairman, other Commissioners, or the EDO, in that order; or when the urgency of the circumstances does not permit sufficient time for advance clearance.

IV. REDELEGATION OF AUTHORITY BY THE DIRECTOR

The director may, except where expressly prohibited, redelegate in writing to others the authority delegated to the director by this or other official directives or communications, subject to the limitations stated below and to any other stipulations the director may deem necessary—

- A.** The director shall send a memorandum specifying the redelegation to the EDO, with a copy to the Secretary of the Commission, the General Counsel, and the Chief Human Capital Officer.
- B.** The director shall stipulate any limitations on further redelegations of authority that he or she makes.
- C.** The director shall maintain a file of all redelegations.

V. REDELEGATION OF AUTHORITY TO THE SENIOR LEVEL ADVISOR/DEPUTY DIRECTOR

The senior level advisor or deputy director is authorized to act for the director during his or her absence.

VI. ORGANIZATIONAL STRUCTURE AND INTERNAL ASSIGNMENTS

The Office of Public Affairs is a single organizational component with no subdivisions. Organization charts and functional descriptions are posted on the NRC internal Web site.

VII. REFERENCES

Code of Federal Regulations

- 10 CFR Part 1, "Statement of Organization and General Information."
- 10 CFR 1.28, "Office of Public Affairs."

Nuclear Regulatory Commission Documents

NRC Management Directives Web Site:

<http://www.internal.nrc.gov/ADM/DAS/cag/mandirs/index.html>.

NRC Web Site on Organization of the Agency:

<http://www.nrc.gov/about-nrc/organization.html>.

United States Code

Energy Reorganization Act of 1974, as amended (42 U.S.C. 5801 et seq.).

Reorganization Plan No. 1 of 1980 (5 U.S.C. App. 1).