

January 10, 2005

MEMORANDUM TO: Those on the Attached List

FROM: Dennis K. Rathbun, Director /RA/
Office of Congressional Affairs

Paul H. Lohaus, Director /RA/
Office of State and Tribal Programs

SUBJECT: CONGRESSIONAL DISTRICT OUTREACH

This is to inform you about an effort to address U.S. Nuclear Regulatory Commission (NRC) outreach to local Congressional District offices. This effort has been initiated to address the Chairman's interest, which was expressed during the October 14-15, 2004, Senior Management Meeting.

A working group, Co-Chaired by Rosetta Virgilio, Office of State and Tribal Programs (STP) and Betsy Keeling, Office of Congressional Affairs (OCA), has been established, with participating members from the Office of Public Affairs (OPA), Region III, and the Office of the Executive Director for Operations (OEDO). The working group charter (Attachment 1) outlines a process and criteria for timely outreach with selected Congressional District offices (Attachment 2) to inform them about NRC regulatory activities of interest and to establish points of contact for exchange of information.

The working group, in coordination with Regional management and the Regional State Liaison Officer (RSLO), will initiate roll out of the program through calls to Congressional District staff from two to three of the Congressional representatives who responded positively to OCA's initial calls to Washington, D.C. Congressional Offices informing them about this effort. The calls will offer face-to-face meetings between Regional management, the RSLO, and Congressional District staff. Results of these calls and meetings will provide input into future outreach activities. The working group will also strive to establish closer connectivity among NRC Headquarters Program Offices, STP, OCA, OPA, OEDO, the Director of Communications, and the Regions, to include Public Affairs Officers and RSLOs, to better anticipate, communicate, and disseminate information of interest to Congressional District offices. The working group will provide a final status report of these activities to a Steering Committee, comprised of senior managers from the above organizations, with recommendations and alternatives for future expansion of this effort and the associated resource implications. The time frame for completion of this effort is the second quarter of 2005.

If you have any questions about this effort, or would like a briefing on activities to date, please contact us, the Steering Committee Co-Chairs (Paul Lohaus, 415-3340 or Dennis Rathbun, 415-1776), or the Working Group Co-Chairs (Rosetta Virgilio, 415-2367 or Betsy Keeling, 415-1691).

Attachments:

1. Working Group Charter
2. Congressional District Office Contacts

cc: W. N. Outlaw, DOC
E. Brenner, OPA
G. E. Grant, Region III

**COMMUNICATIONS WORKING GROUP ON
OUTREACH TO CONGRESSIONAL DISTRICT OFFICES
CHARTER - PHASE I**

Objectives:

1. Engage in timely outreach with Congressional District offices to inform them about U.S. Nuclear Regulatory Commission (NRC) regulatory activities of interest, and to establish points of contact for exchange of information.
2. Evaluate lessons learned, i.e., successes, necessary improvements, and FTE requirements, by seeking feedback from Congressional District offices, and make recommendations to the respective NRC and Regional Offices and Director of Communications (DOC), whether additional resources are necessary to continue and expand Congressional District outreach.
3. Establish closer connectivity among the NRC Headquarters Program Offices, the Office of State and Tribal Programs (STP), Office of Congressional Affairs (OCA), Office of Public Affairs (OPA), DOC, and the Regions, to include Public Affairs Officers (PAOs) and Regional State Liaison Officers (RSLOs), to better anticipate, communicate and disseminate information of interest to Congressional District offices.

Scope of Work:

Develop a process and criteria for timely outreach with selected Congressional District offices in two phases.

1. The OCA will develop a list of Congressional representatives, to include up to three from each NRC Region, if possible, who have expressed a general or specific interest in NRC regulated activities. The OCA listing will define the issues of interest. The OCA will contact the selected DC-based Congressional offices for each NRC Region and discuss their interest in having NRC share information with their Congressional District staff. For those positive DC-based Congressional responses, OCA will work together with STP and OPA to inform the Regional Administrator, RSLO and PAO of Congressional interest so that OCA and the Region may proceed to arrange the initial contact with the Congressional District staff to: (1) offer an opportunity to meet and discuss NRC's regulatory responsibilities and activities of interest; (2) establish points of contact for subsequent inquiries; (3) provide information about NRC Web-based information; and (4) offer to routinely share information, such as enforcement notifications, preliminary notifications, and press releases, that may be of interest to them. Outreach to the Congressional District staff would be triggered by situations (e.g., events, issues) where the RSLO, OCA, and OPA would normally, pro-actively engage either the Governor designees, DC-based Congressional offices, or the media. Implementation time frame: **First Quarter FY 2005.**

2. Define a process for closer in-house communications between the NRC Headquarters Program Offices STP, OCA, OPA and the Regions. This will include consideration of: (1) engaging in periodic teleconferences to keep respective Office staff abreast of evolving issues; (2) coordinating notifications about NRC regulatory activities to Governor designees, DC-based and Congressional District offices, and the media; and (3) identifying opportunities for the Commission and senior NRC management to meet, while on official travel, with State and Congressional District office representatives and the media to discuss NRC regulatory activities of interest to them.

Future Work:

Based upon an evaluation of the Phase I Congressional meetings response and feedback, the OCA will recommend implementation of Phase II broader contact with a greater number of DC-based Congressional offices to determine their desire for NRC to routinely share information with their Congressional District staff. Implementation time frame: TBD, dependent upon Phase I interactions

Work Products:

The Working Group will report to and provide draft final work products and briefings, as necessary, to a Steering Committee comprised of OCA, STP, OPA, DOC, and the Deputy Executive Director for Reactor Programs. The work products to be completed under Phase I of this project include: (1) a final Working Group Charter; (2) a framework and milestone schedule for identifying and contacting Washington, DC-based and local Congressional District offices to exchange timely information on nuclear-related issues; (3) key messages and draft agenda for meeting with Congressional District offices; (4) status briefing for Deputy Executive Directors for Operations, Regional Administrators, DOC, Chief Financial Officer, the General Counsel, and Commissioners' executive assistants to include recommendations, based on feedback from the Congressional District staff and the respective NRC and Regional Offices, on whether to continue and expand Congressional District office outreach; (5) identifying mechanisms for enhancing in-house communications between the NRC Headquarters Program Offices, STP, OCA, OPA and the Regions; and (6) a final status report of the Phase I activities with recommendations and alternatives for future expansion of this effort and the associated resource implications.

Working Group Membership, Organization and Operations:

STP and OCA will Co-Chair the Working Group and members from OPA, Region III, and the Office of the Executive Director for Operations will contribute to products of the Working Group, as noted below.

Rosetta Virgilio, STP, Co-Chair
Betsy Keeling, OCA, Co-Chair
William Rautzen, STP
David McIntyre, OPA
Roland M. Lickus, Region III State Liaison Officer
Lance Rakovan, Office of the Executive Director

Steering Committee:

A Steering Committee will be established to advise the Working Group and will consist of the following individuals:

Paul Lohaus, STP, Co-Chair
Dennis Rathbun, OCA, Co-Chair
Eliot Brenner, OPA
William Outlaw, DOC
Geoffrey Grant, RIII

INITIAL LIST OF CONGRESSIONAL DISTRICT OFFICE CONTACTS

Region I

Pilgrim-moderate interest (**additional issues:** nuclear security issues, emergency planning and physical condition of the plant)

Senator Edward Kennedy
Senator John Kerry
Representative William Delahunt

Susquenna-low interest (no specific issues)

Senator Rick Santorum
Senator Arlen Specter
Representative Paul Kanjorski

Region II

Catawba-moderate interest (**additional issue:** use of MOX fuel)

Senator Lindsey Graham
Representative John M. Spratt

BWX Technologies Naval Nuclear Fuel Division-low interest (**additional issues:** security)

Senator John Warner
Senator George Allen
Representative Robert Goodlatte

Region III

Palisades-moderate interest (**additional issues:** on-site spent fuel storage concerns and transportation of spent fuel issue)

Senator Carl Levin
Senator Debbie Stabenow
Representative Fred Upton

Honeywell-low interest (**additional issues:** nuclear security and non-nuclear plant safety issues)

Senator Durbin
Representative Jerry Costello

Region IV

Diablo Canyon-moderate interest (**additional issues:** plant safety, emergency planning and evacuation issues due to seismic hazard, low-level waste)

Senator Barbara Boxer
Senator Dianne Feinstein
Representative Lois Capps

Explanation: Facilities with moderate and low Congressional interest were chosen for each Region. In addition to nuclear reactors, a materials facility, a waste disposal site, and a fuel fabrication facility were included in determining which Congressional offices would be approached. Recognizing that Honeywell is now being regulated by Region II, for Congressional district purposes it is listed under Region III.

MEMORANDUM TO THOSE ON THE ATTACHED LIST DATED:

SUBJECT: CONGRESSIONAL DISTRICT OUTREACH

	<u>Mail Stop</u>
Karen D. Cyr, General Counsel	O-15 D21
Jesse L. Funches, Chief Financial Officer	T-9 F4
Annette Vietti-Cook, Secretary of the Commission	O-16 C1
Luis A. Reyes, Executive Director for Operations	O-16 E15
Patricia G. Norry, Deputy Executive Director for Management Services, OEDO	O-16 E15
William F. Kane, Deputy Executive Director for Homeland Protection and Preparedness, OEDO	O-16 E15
Martin J. Virgilio, Deputy Executive Director for Materials, Research and State Programs, OEDO	O-16 E15
Ellis W. Merschoff, Deputy Executive Director for Reactor Programs, OEDO	O-16 E15
William M. Dean, Assistant for Operations, OEDO	O-16 E15
Frank J. Congel, Director, Office of Enforcement	O-14 E1
Guy P. Caputo, Director, Office of Investigations	O-3 F1
Jack R. Strosnider, Director, Office of Nuclear Material Safety and Safeguards	T-8 A23
James E. Dyer, Director, Office of Nuclear Reactor Regulation	O-5 E7
Carl J. Paperiello, Director, Office of Nuclear Regulatory Research	T-10 F12
Roy P. Zimmerman, Director, Office of Nuclear Security and Incident Response	T-4 D22a
Samuel J. Collins, Regional Administrator, Region I	RGN-I
William D. Travers, Regional Administrator, Region II	RGN-II
James L. Caldwell, Regional Administrator, Region III	RGN-III
Bruce S. Mallett, Regional Administrator, Region IV	RGN-IV