

April 5, 2007

MEMORANDUM TO: Luis A. Reyes
Executive Director for Operations

FROM: Andrew L. Bates, Acting Secretary **/RA/**

SUBJECT: STAFF REQUIREMENTS - BRIEFING ON OFFICE OF INFORMATION SERVICES (OIS) PROGRAMS,
PERFORMANCE, AND PLANS, 1:30 P.M., TUESDAY, MARCH 20, 2007, COMMISSIONERS' CONFERENCE
ROOM, ONE WHITE FLINT NORTH, ROCKVILLE, MARYLAND (OPEN TO PUBLIC ATTENDANCE)

The Commission was briefed by the NRC staff on recent accomplishments and current challenges in the Office of Information Services (OIS). The Commission requested additional information on the following:

1. Reasonable and reliable date to complete the National Source Tracking System (NSTS).
2. Metrics for determining the success of Information Technology (IT) project management.
3. Strategies for which the Commission can help in managing the increasing emergent workload within the Office of Information Services.

The staff should continue to strengthen its integrated approach to IT system development balancing the needs of office system owners and the interests of the agency as a whole. The staff should provide the Commission its recommendation for the best structure, e.g. the optimal use of centralization, to manage information technology and ensure employees get the services they need.

cc: Chairman Klein
Commissioner McGaffigan
Commissioner Merrifield
Commissioner Jaczko
Commissioner Lyons
OGC
CFO
OCA
OIG
OPA
Office Directors, Regions, ACRS, ACNW, ASLBP (via E-Mail)
PDR