

July 23, 2007

ALL AGREEMENT STATES, NEW JERSEY, PENNSYLVANIA, VIRGINIA

**OPPORTUNITY TO COMMENT ON NRC DRAFT INSPECTOR AND LICENSE REVIEWER HANDBOOK (FSME-07-068)**

**Purpose:** To provide the Agreement States with the opportunity to comment on the U.S. Nuclear Regulatory Commission (NRC) Materials Inspection and Licensing Handbook (Best Practices). Comments are requested within 30 days of the date of this letter.\*

**Background:** This handbook was developed primarily as an aid for new inspectors to carry with them for use in the field. It was also intended to be a reminder, or knowledge transfer mechanism, for use by more experienced inspectors. The handbook is modeled on the NRC Inspector Field Observation Best Practices Manual developed by, and for, reactor inspectors. The material presented in this handbook was developed by inspectors and license reviewers and combines best practices of all four NRC Regional Offices. The contents of this booklet were compiled from individual experiences and suggestions, a review of Generic Communications such as Information Notices, NRC training presentations, and a variety of other sources. However, the guidance in this handbook is not intended to be all inclusive, but rather to supplement existing NRC inspection procedures to heighten inspector and reviewer awareness and improve the effectiveness of materials inspection and licensing. Official agency guidance and policy are promulgated in NRC's Inspection Manual (or in appropriate documents issued by Agreement States).

**Discussion:** The contents of the draft document are a starting point for a comprehensive handbook. Any comments or blank spots are an attempt to engage the reviewer for potentially appropriate additional material or revisions. In addition, a number of reference documents are listed. The NRC will review those documents to determine if useful content can be transferred to the handbook and only a limited number of references will remain in the document when it is completed. Please provide comments on the content as well as any opinions on the general approach used in the handbook.

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\*This information request has been approved by OMB 3150-0029, expiration 07/31/07. The estimated burden per response to comply with this voluntary collection is approximately 8 hours. Send comments regarding the burden estimate to the Records and FOIA/Privacy Services Branch (T-5F52), U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001, or by Internet e-mail to [infocollects@nrc.gov](mailto:infocollects@nrc.gov), and to the Desk Officer, Office of Information and Regulatory Affairs, NEOB-10202 (3150-0029), Office of Management and Budget, Washington, DC 20503. If a means used to impose an information collection does not display a currently valid OMB control number, the NRC may not conduct or sponsor, and a person is not required to respond to, the information collection.

**Contents:** Copy of the Draft NRC Materials Inspection and Licensing Handbook.

**Action:** Please provide written comments on the Draft NRC Materials Inspection and Licensing Handbook to the point of contact named below. We would appreciate receiving your comments within 30 days from the date of this letter. Comments received after that date will be considered if possible.

**NRC Point of Contact:** If you have any questions regarding the enclosed guidance document or the correspondence, please contact the individual named below.

POINT OF CONTACT:	Joseph Nick	INTERNET:	JLN@NRC.GOV
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Division of Materials Safety and State Agreements  
Office of Federal and State Materials  
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Enclosure: Draft NRC Materials Inspection  
and Licensing Handbook

**FSME-07-068**

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