

(Those on attached list)

On December 8, 1999, the US Nuclear Regulatory Commission (NRC) hosted the second coordination meeting with representatives from standards development organizations (SDOs) that develop standards used by the nuclear industry. These meetings are held to foster better communication between the SDOs and the NRC regarding the development and utilization of consensus standards.

Enclosed are the minutes from the meeting of December 8, 1999. The participants found this meeting to be productive and expressed a desire to continue the meetings on a semi-annual basis. Participants will be canvassed regarding a suitable date for the next meeting.

On behalf of the NRC, I want to thank all of the participants for a successful meeting, and note that after an outstanding and distinguished term as the NRC's first Standards Executive, John Craig has been assigned to the Office of the Executive Director for Operations to manage several special NRC projects. I have been appointed by the Chairman of the NRC to replace Mr. Craig. I am pleased to have received this assignment, and I am looking forward to building on the strong foundation for codes and standards activities that has been established at the NRC.

Sincerely,

Michael E. Mayfield, Acting Director  
Division of Engineering Technology  
Office of Nuclear Regulatory Research

Enclosure: As stated

cc w/encl: C. Paperiello, EDO  
A. Thadani  
S. Collins, NRR  
J. Strosnider, NRR  
W. Kane, NMSS

Distribution:

Attached List of Meeting Participants

R.Wessman      W.Bateman      G.Imbro  
D.Cool          DET r/f              MEB r/f

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**\*See previous concurrence**

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