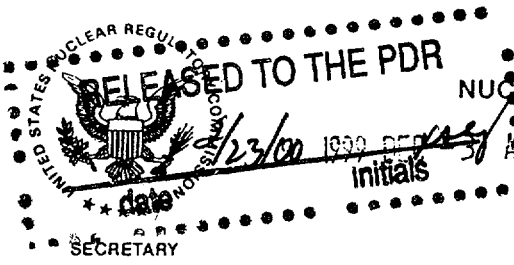


REQUEST REPLY BY 12/17/99



UNITED STATES
NUCLEAR REGULATORY COMMISSION
WASHINGTON, D.C. 20555-0001

December 2, 1999

COMSECY-99-037

*Approved subject to
attached comments.*

MEMORANDUM TO: Chairman Meserve
Commissioner Dicus
Commissioner Diaz
Commissioner McGaffigan
Commissioner Merrifield

[Signature] 12/16/99

FROM: Annette Vietti-Cook, Secretary

Annette Vietti-Cook

SUBJECT: INTERNAL COMMISSION PROCEDURES

Attached is a proposed revision to Chapter IV "Commission Meetings" of the Commission's Internal Procedures. Chapter IV has been revised to include a process for stakeholder participation in Commission meetings and to include reference to Non-Sunshine Act discussions. May I please have your comments by c.o.b. December 17, 1999.

Attachment:
As Stated

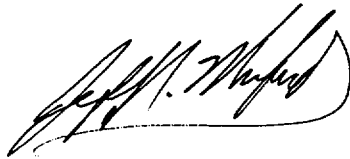
cc: OGC
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DF03.

Commissioner Merrifield's Comments COMSECY 99-037

To clarify the guidelines for stakeholder participation in Commission meetings, I suggest two additions. On page IV-3 under 7.(b) the first sentence should read: "In those instances where SECY determines that stakeholders should be invited, the Office of the Secretary, in coordination...."

Also on page IV-3 under 7.(c) the second sentence should read: "If outside participants are invited, priority consideration...."

A handwritten signature in black ink, appearing to read "Jeff M. Merrifield", enclosed within a hand-drawn oval.

12/16/99