

June 20, 2000

MEMORANDUM TO: A. Randolph Blough, DRP Division Director, Region I  
Loren Plisco, DRP Division Director, Region II  
Geoffrey Grant, DRP Division Director, Region III  
Ken Brockman, DRP Division Director, Region IV

FROM: William M. Dean, Chief */RA/*  
Inspection Program Branch  
Division of Inspection Program Management  
Office of Nuclear Reactor Regulation

SUBJECT: SOLICITATION OF REGIONAL COMMENTS ON END-OF-CYCLE  
REVIEW PROCESS

During the week of April 30, 2000, the End-of-Cycle (EOC) reviews were held for the pilot plants in all four regional offices with headquarters offices participating via video teleconference. These meetings were conducted in accordance with IMC 0305, "Operating Reactor Assessment Program."

As part of our ongoing effort to identify lessons learned and make necessary improvements, we request that you provide feedback related to the revised assessment program to the Inspection Program Branch (email: PIPBCAL) by July 15, 2000. In addition to any general comments that you may wish to provide, your specific input is requested in the following areas: 1) the level of regional effort in preparing for the EOC meetings and the value added by the material prepared by the regional office for the meeting, 2) the conduct of the meeting including the roles of the Headquarters office representatives, 3) the format and content of the Annual Assessment letters, and 4) the interface with the Office of Public Affairs regarding the press release and placing the Annual Assessment letters on the website. We will use the results of your input along with insights based on our own observations to identify necessary program changes.

The Inspection Program Branch will issue a memorandum in July 2000 that summarizes lessons learned along with a draft revision of IMC 0305, "Operating Reactor Assessment Program." Our goal is to issue a final version of IMC 0305 prior to the mid-cycle reviews. If you have any questions, please contact either Tom Boyce at (301) 415-1130 (e-mail: TXB) or Bob Pascarelli at (301) 415-1245 (e-mail: RJP3) of my staff.

cc: J. Crlenjak, DRP Deputy Director, RI  
V. McCree, DRP Deputy Director, RII  
M. Dapas, DRP Deputy Director, RIII  
E. Collins, DRP Deputy Director, RIV

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\*see previous concurrence

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<b>NAME</b>	RPascarelli*		MJohnson*		WDean	
<b>DATE</b>	06/16/00		06/16/00		06/20/00	

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Date: June 20, 2000

NAME	INITIALS	DATE
B. Pascarelli		
M. Johnson		
W. Dean		

\*\*\*\*\*  
 ACTION: \_\_\_\_\_ APPROVAL: \_\_\_\_\_ FOR YOUR INFO: \_\_\_\_\_  
 NOTE & RETURN: \_\_\_\_\_ PREPARE REPLY: \_\_\_\_\_ COORDINATION: \_\_\_\_\_  
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 DUE TO EDO:

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SUBJECT: SOLICITATION OF REGIONAL COMMENTS ON END-OF-CYCLE  
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REMARKS:

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ORIGINATOR: B. Pascarelli PHONE: 415-1245  
 SECRETARY: C. Rosenberg PHONE: 415-1004

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