

June 14, 2000

MEMORANDUM TO: Brian W. Smith, Nuclear Material Safety and Safeguards Coordinator

FROM: Kevin G. Null, Senior Materials Inspector, DNMS */RA/ K.G. Null*

SUBJECT: AUDIT: MISADMINISTRATION REPORTS

Region III conducted an audit of misadministration reports issued between CY 1999 and April 24, 2000. The purpose of the audit was to determine if the Region is implementing Management Directive 8.10. Attachment A is a list of reports reviewed by the Region. A checklist (Attachment B) was developed to aid in reviewing the inspection reports. The checklist covers all essential elements of the Directive.

In summary, the review team determined that inspections of misadministrations and subsequent reports were in accordance with the Directive. However, the team did discover that the reports were not provided to the Nuclear Material Safety and Safeguards (NMSS) Coordinator as required in the Directive. Attachment C is a list of reports by name and docket number that were not provided to the Coordinator which you can access through ADAMS. Also attached are copies of two reports that are not in ADAMS.

Technical and administrative staff have been made aware of the problem. We will make every effort to ensure that future misadministration report packages are forwarded to the NMSS Coordinator.

If you have any questions, please feel free to contact me at (630) 829-9854.

Attachments: As stated (5)

cc w/o atts: G. C. Wright, RIII

DOCUMENT NAME: G:\SEC\MISADMINRPTS.WPD

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