

May 4, 1994

MEMORANDUM TO:           The Chairman

FROM:                    John C. Hoyle, Assistant Secretary   /s/

SUBJECT:                 COMIS-94-003 - EXPANDED INPUT IN ADVISORY  
                          COMMITTEE SELECTIONS

This memorandum is to inform you that all Commissioners have concurred in your proposal for expanded input in advisory committee selections. The attached SRM provides staff direction on this matter.

This completes action on COMIS-94-003.

Attachment:  
As stated

cc: Commissioner Rogers  
      Commissioner Remick  
      Commissioner de Planque  
      EDO  
      OGC

May 4, 1994

MEMORANDUM TO: James M. Taylor  
Executive Director for Operations

John T. Larkins, Executive Director,  
Advisory Committee on Reactor Safeguards and  
Advisory Committee on Nuclear Waste

FROM: John C. Hoyle, Assistant Secretary /s/

SUBJECT: COMIS-94-003 - EXPANDED INPUT IN ADVISORY  
COMMITTEE SELECTIONS

The Commission (with all Commissioners agreeing) has approved the following procedure for the future selections of new members on advisory committees:

- 1) The Commission will be provided a draft Federal Register notice and proposed press release and a list of the professional societies/technical organizations for the solicitation of nominations. These documents will indicate what specific expertise/skills are being sought for the opening. The specific expertise/skills will be chosen in consultation with the advisory committee which has the opening.
- 2) At the time of publication of the Federal Register notice and press release, notification of the search for nominations will be given to appropriate professional societies/technical organizations. The advisory committee with the opening should be specifically invited to suggest candidates.
- 3) A screening panel will be established to review the resulting nominations. The panel will be composed of:
  - a) a representative of the Commission or the principal staff office with whom the committee works,
  - b) a (full-time federal employee) representative of the advisory committee with the existing or anticipated vacancy, and
  - c) an individual (full-time federal employee) identified

by the Commission, preferably from outside the agency, who possesses the expertise/skills being sought.

- 4) Each screening panel will:
  - a) Review and rate the nominations for the selecting official using as benchmarks the specific expertise/skills being sought for the opening, as well as the individual's breadth of knowledge and ability/experience in applying his/her skills to problems outside of their specific field of expertise. The panel's report should list all the qualified candidates, and it should rank at least the best qualified candidates. A brief narrative should be provided identifying the criteria and rationale for the best qualified rankings.
  - b) In carrying out the provisions of a) above, the panel may seek the advice of other individuals whose views may be useful to the screening panel.
  - c) Submit a copy of the panel's report to the appropriate committee for its independent recommendation on the nominees, as well as submit a copy to the Commission (or to the designated selecting official for the particular advisory committee).
- 5) The advisory committee should submit its selection recommendations to the screening panel, and/or the Commission (or the designated selecting official) as they see fit.

This process should be implemented for the selection of advisory committee members for all cases which begin after the issue date of this SRM. For those selections which are currently in process, the previous process should be used.

NRC's Advisory Committee Management Officer, with input from the advisory committees and from the screening panels, should provide an evaluation of the functioning of this procedure after a two-year period.

cc: The Chairman  
Commissioner Rogers  
Commissioner Remick  
Commissioner de Planque  
OGC  
OCA  
OIG

OP