

January 26, 2001

MEMORANDUM TO: Suzanne C. Black, Deputy Director  
Division of Licensing Project Management  
Office of Nuclear Reactor Regulation

FROM: Lawrence J. Burkhart, Project Manager, Section 1 */RA/*  
Project Directorate I  
Division of Licensing Project Management

SUBJECT: FORTHCOMING MEETING WITH NUCLEAR ENERGY INSTITUTE  
(NEI) AND INDUSTRY REPRESENTATIVES REGARDING LICENSING  
ACTION TASK FORCE EFFORTS

DATE & TIME: Wednesday, February 7, 2001  
8:30 a.m. - 12:00 noon

LOCATION: U.S. Nuclear Regulatory Commission  
One White Flint North  
11555 Rockville Pike, Room 8B4  
Rockville, Maryland 20852-2738

PURPOSE: Topics to be discussed include status of the consolidated line item improvement process (CLIP), the effort to standardize licensee submittals, a proposed process covering changes to technical specification bases and technical requirements documents, and various Office of Nuclear Reactor Regulation (NRR) Office Instructions (formerly Office Letters). The LATF efforts are intended to foster open and frank communications between industry, regulators, and the public and other relevant regulatory topics may be discussed.

PARTICIPANTS:\* NRC participants are from NRR and the Office of General Counsel.

NRC

S. Black, NRR, et al.

NEI

A. Marion, NEI  
M. Schoppman, NEI, et al.

Project No. 689

cc: See next pages

CONTACT: Lawrence J. Burkhart, NRR  
301-415-3053, ljb@nrc.gov

\*Meetings between NRC technical staff and applicants or licensees are open for interested members of the public, petitioners, intervenors, or other parties to attend as observers pursuant to "Commission Policy Statement on Staff Meetings Open to the Public," 65 *Federal Register* 56964, 9/20/2000.

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Project No. 689

cc:

Mr. Ralph Beedle  
Senior Vice President  
and Chief Nuclear Officer  
Nuclear Energy Institute  
1776 I Street, NW, Suite 400  
Washington, DC 20006-3708

Mr. Charles B. Brinkman, Director  
Washington Operations  
ABB-Combustion Engineering, Inc.  
12300 Twinbrook Parkway, Suite 330  
Rockville, MD 20852

Mr. Alex Marion, Director  
Programs  
Nuclear Energy Institute  
1776 I Street, Suite 400  
Washington, DC 20006-3708

Mr. David Modeen, Director  
Engineering  
Nuclear Energy Institute  
1776 I Street, NW, Suite 400  
Washington, DC 20006-3708

Mr. Anthony Pietrangelo, Director  
Licensing  
Nuclear Energy Institute  
1776 I Street, NW, Suite 400  
Washington, DC 20006-3708

Mr. H. A. Sepp, Manager  
Regulatory and Licensing Engineering  
Westinghouse Electric Company  
P.O. Box 355  
Pittsburgh, PA 15230-0355

Mr. Jim Davis, Director  
Operations  
Nuclear Energy Institute  
1776 I Street, NW, Suite 400  
Washington, DC 20006-3708

Ms. Lynnette Hendricks, Director  
Plant Support  
Nuclear Energy Institute  
1776 I Street, NW, Suite 400  
Washington, DC 20006-3708

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Date: January 26, 2001

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