

# memorandum

DATE March 7, 1986  
REPLY TO  
ATTN OF RW-24  
SUBJECT Minutes of February 20, 1986 Meeting of the DOE/NRC Licensing Support System Interagency Coordinating Committee  
TO Distribution

The attachment to this memorandum are the minutes of the first meeting of the DOE/NRC Licensing Support System (LSS) Interagency Coordinating Committee (ICC). These minutes are being provided for your information.

Unlike the future meetings of the LSS ICC, where the topics of discussion will involve specific areas of LSS design and implementation, the primary topic of the first meeting was the charter of the LSS ICC. A draft of the charter was developed during the meeting and is now undergoing further review within both DOE and NRC. A copy of the draft charter is included with the minutes.

The next meeting of the LSS ICC is currently tentatively scheduled for April 3, 1986. If you have any questions concerning the LSS or the LSS ICC, I can be reached on 202-252-5625.



C. R. Head, Acting Leader  
Licensing Team  
Office of Geologic Repositories

#### Attachments:

1. Minutes of the DOE/NRC Licensing Support System Interagency Coordinating Committee, 20 February 1986
2. NRC handout titled "Division of Waste Management Pilot Project"
3. Draft Charter titled "High-Level Radioactive Waste Repository Licensing Support System Interagency Coordinating Committee"

Distribution:

A. Bender, NRC/DWM  
M. J. Wise, SAIC/McLean  
D. Tousley, Harmon & Weiss  
M. Collins, NRC/ADM  
E. Shelburne, NRC/SECY  
M. McAvey, Weston  
O. Thompson, DOE/RW-24  
J. Wittman, Utah  
N. Still, NRC/DWM  
✓ F. Altomare, NRC/DWM  
W. Olmstead, NRC/OELD  
K. Kalman, NRC/DWM  
B. Cerny, DOE/OSTI  
C. Cameron, DOE/OELD  
R. August, DOE/RW-22  
L. Olson, BWIP  
G. Higgins, BWIP  
D. Vieth, EDWSI  
T. Tinsley, SAIC/Nevada  
S. Mann, CRP  
M. Bender, CRP  
J. Neff, SRP  
A. Avel, SRP  
S. Echols, DOE/GC-11  
R. Ross, DOE/MA-252.3  
State and Indian Tribe Contacts (35 copies)

413  
~~PA/86/03/07 NOTE TO FILE~~

- 1 -

DISTRIBUTION:

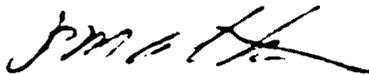
✓ WM: s/f	JGreeves
NMSS: r/f	JOBunting
PPS: r/f	MKnapp
Originator	HMiller
PAItomare	MJBell
MKearney	REBrowning
DMattson	
JSurmeier	
LHigginbotham	

NOTE TO: File

FROM: Phil Altomare, Section Leader  
Program Planning Section

SUBJECT: NRC/DOE LICENSING SUPPORT SYSTEM INTERAGENCY  
COORDINATION COMMITTEE MEETING FEBRUARY 20, 1986.

Attached are the minutes of the subject meeting (including handwritten minutes signed at the conclusion of the meeting)



Phil Altomare, Section Leader  
Program Planning Section

Enclosure:  
As stated

cc: W Olmstead, ELD  
C Cameron, ELD  
REBrowning, WM  
JOBunting, WMPC  
J Linehan, WMRP  
N Still, WMPC

WM Record File  
403

WM Project 1  
Docket No. \_\_\_\_\_  
PDR   
LPDR \_\_\_\_\_

Distribution: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Return to WM, 403-54)

C : WMPC <i>part</i>					
ME : PAItomare:cs		8605290815	860317		
TE : 86/03/07		PDR WASTE	PDR		
		WM-1			

Minutes of the DOE/NRC  
Licensing Support System  
Interagency Coordinating Committee  
20 February 1986

The meeting started with a presentation by Charles Head on the status of DOE's efforts to develop a Licensing Support System (LSS). This was an oral presentation. NRC followed with a presentation by Phil Altomare and Avi Bender on the status of NRC's pilot project. The handout for this presentation is attached. There was extensive discussion of the DOE and NRC presentations by the meeting attendees, including participation by the State and Indian Tribe representatives present.

Following the presentations, the meeting reviewed proposed draft charters for the LSS Interagency Coordinating Committee (ICC) that had been prepared by NRC and DOE. Following discussion of the drafts, a consolidated draft was developed for further consideration by DOE and NRC. During development of the consolidated draft, the following major consideration was identified.

DOE and NRC had contemplated having State and Indian Tribe membership in the LSS ICC. It was noted that such an arrangement would require the LSS ICC to be conducted in accordance with the Federal Advisory Committee Act. This would present problems relative to both selecting a workable number of formal committee members from the States and Indian Tribes, and in complying with the stringent administrative requirements for Federal Advisory Committees. The State and Indian Tribe attendees at the meeting expressed concerns with the concept of selecting a single individual to represent each group. To avoid this situation, the consensus of the meeting was that only DOE and NRC should be formal members, with State and Indian Tribe participation encouraged and actively sought.

At the conclusion of the meeting, it was agreed to tentatively schedule the next meeting of the Group for April 3, 1986. The topics to be discussed are as follows:

1. Requirements for document capture.
2. LSS requirements definition.

  
C. R. Head, DOE/RW-24

  
Phil Altomare, NRC DWM  
2/20/86

~~86-3350-258~~

Meeting of the DOE/NRC  
Licensing Support System  
Interagency Coordinating Committee  
20 February 1986

<u>Name</u>	<u>Organization</u>	<u>Phone #</u>
Charles Head	DOE/RW-24	252-5625
Avi Bender	NRC/DWM	427-4483
M.J. Wise	SAIC/McLean	827-4955
Dean Tousley	Harmon & Weiss/Yakimas	328-3500
Michael Collins	NRC/ADM	492-4955
Elizabeth Shelburne	NRC/SECY	634-3273
Mike McAvey	Weston	963-5242
Owen Thompson	DOE/Licensing	252-4959
Jack Wittman	Utah	(801) 538-5545
Nancy Still	NRC/DWM	427-4664
Phil Altomare	NRC/DWM	(301) 427-4677
Bill Olmstead	NRC/OELD	(301) 492-7203
Ken Kalman	NRC/DWM	(301) 427-4071
Barbara Cerny	DOE/OSTI	(615) 576-1196
Chip Cameron	NRC/OELD	(301) 492-8689
Dick August	DOE/RW-22	252-9754

# DIVISION OF WASTE MANAGEMENT PILOT PROJECT

FEBRUARY 1986

**PHILIP ALTOMARE— SECTION LEADER**  
**AVI BENDER— PROJECT MANAGER**



## PILOT PROJECT GOAL

### **ACHIEVE COMMISSION'S 3 YEAR LICENSE REVIEW REQUIREMENTS**

- IDENTIFY, TRACK AND DOCUMENT RESOLUTION OF OPEN ITEMS**
- FACILITATE ACCESS TO LICENSING INFORMATION**
- - TECHNICAL/POLICY**
- - FOIA/DISCOVERY**

# PILOT PROJECT OBJECTIVES

## DEMONSTRATE AND IMPLEMENT AN OPEN ITEM TRACKING SYSTEM

- DEMONSTRATE CONCEPT WITH NNWSI OPEN ITEMS
- IMPLEMENTATION WILL INVOLVE ALL SITES

## OBTAIN HANDS-ON EXPERIENCE TO BETTER DEFINE FULL SCALE SYSTEM IMPLEMENTATION

- NRC HLW LICENSING INFORMATION MANAGEMENT SYSTEM
- OPEN ITEM TRACKING SYSTEM
- INPUT TO DOE ON OUR REQUIREMENTS

## DEVELOP HLW RECORD MANAGEMENT PROCEDURES

- LEGAL ASPECTS (DISCOVERY, FOIA, EXEMPTIONS..)
- STAFF RESPONSIBILITIES

## RECENT ACCOMPLISHMENTS

**PILOT PROJECT EQUIPMENT INSTALLED AND OPERATIONAL**

**LICENSING INFORMATION MANAGEMENT SYSTEM OPERATIONAL**

- DATABASE BEING CREATED**
- LIMITED SIZE BUT ANTICIPATE PRACTICAL USAGE**

**OPEN ITEM TRACKING SYSTEM**

- PROTOTYPE PREPARED ON IBM PC**
- OPEN ITEMS FOR WASTE PACKAGE/GEOPHYSICS DRAFTED**

## WHAT REMAINS TO BE ACCOMPLISHED

### BUILD THE NRC DATABASE

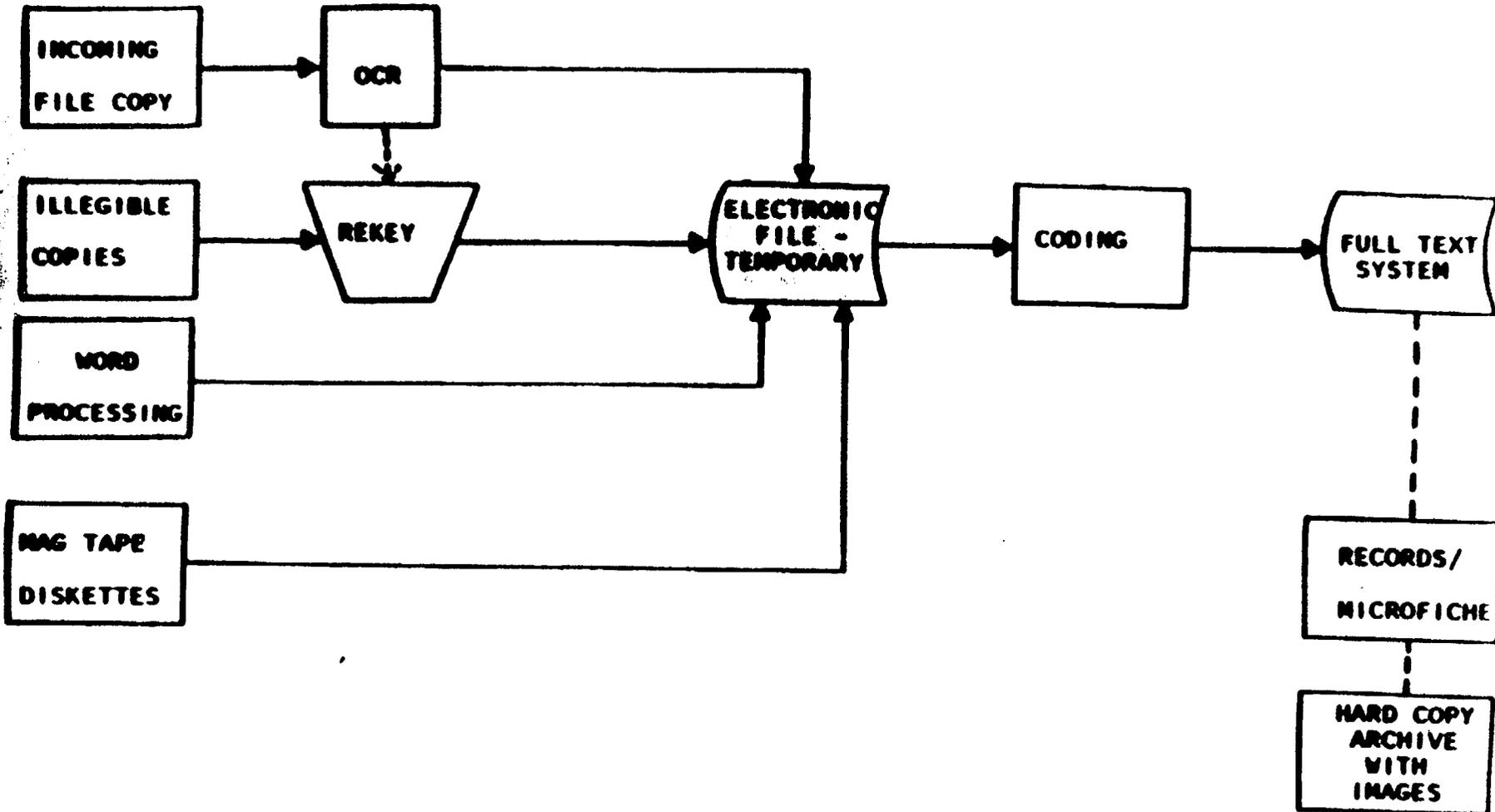
- ELECTRONIC CONVERSION OF TEXT TO DIGITIZED FORMAT
- ESTABLISH PROCEDURES

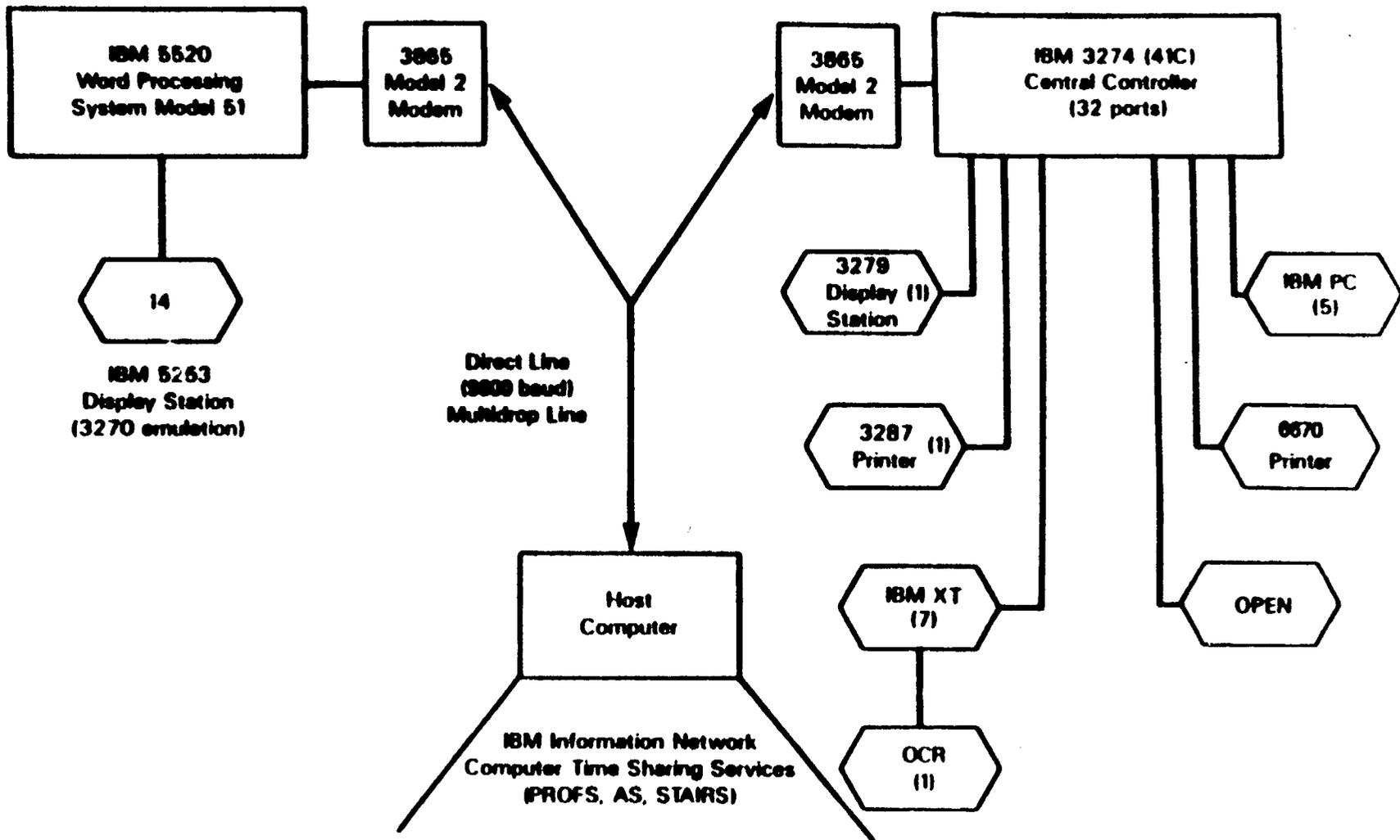
### IDENTIFY OPEN ITEMS FOR ALL SITES

### CONDUCT DEMONSTRATION AND EVALUATION

- SEARCH AND RETRIEVAL CAPABILITIES
- PERSONNEL REQUIREMENTS
- APPLICABILITY OF NEW EVOLVING TECHNOLOGIES

DOCUMENT CAPTURE PROCESS





**Timesharing Equipment Configuration**

OPEN ITEM SYSTEM REPORTGEOLOGY/GEOPHYSICS**DRAFT**OPEN ITEM:

The possible consequences of fault rupture within a few tens of meters of the underground facility at Yucca Mountain.

INITIAL IDENTIFICATION:

DEA comments: 3-10, 6-92

BACKGROUND:

Several faults are projected to pass through, or very near, the proposed repository beneath Yucca Mountain. DOE assumes these faults to be inactive and, thus, does not consider the consequences of rupture on them. The validity of this assumption has not been adequately demonstrated (see Open Item #2). Should rupture occur on any of these faults, very high accelerations, albeit of short duration, could be experienced within the repository. These accelerations need to be considered in terms of their possible effects on isolation and confinement capabilities of a repository at Yucca Mountain.

KEY WORDS:

fault rupture, underground facility

STATUS: (11/7/85)

Raised as a concern during the DOE/NRC Tuff ES Design Meeting, Aug 27-28, 1985. "No NRC or DOE activity ongoing."

MILESTONES:

To be discussed at DOE/NRC Generic Seismo-Tectonic Meeting, Dec 3-4, 1985 relevant to section IIIA and IV of DOE Rationale for Seismo/Tectonic Investigations.

REFERENCES:

U.S. Geological Survey, compiled by 1984. "A Summary of Geologic Studies through January 1983, of a Potential High-Level Radioactive Waste Repository Site at Yucca Mountain, Southern Nye County, Nevada," USGS OFR 84-792, Open-File Report, U.S. Geological Survey, Menlo Park, Calif.

Megar, A., R.W.E. Green and S.M. Spottiswoode, 1981. "Strong Ground Motion of Mine Tremors: Some Implications for Near-source Ground Motion Parameters," Bull. Seis. Soc. Amer., v.71, pp. 295-319

DEA Comments; DOE Rationale for Seismo-Tectonic Investigations

PREPARED BY: M. Blackford/MGT

SITE: NMSI

RP PROJECT OFFICER: K. Stablein/MRP

REGULATION: 10 CFR 60 § 60.122(c)(13)

**DRAFT**

# DRAFT

## Charter

### High-Level Radioactive Waste Repository Licensing Support System Interagency Coordinating Committee

#### A. PURPOSE

The objective of the Licensing Support System (LSS) is to make all documents and other information pertinent to repository licensing available as far as practicable before submittal of the license application, thus reducing the need to rely on discovery, and shortening the time required for the hearing process.

The objective of the Interagency Coordinating Committee (ICC) is to provide guidance to the DOE in the development and implementation of an LSS that will minimize the time necessary for discovery and facilitate timely completion of the licensing hearing. DOE is the decision authority, and the charter of the ICC does not diminish this authority.

The ICC shall review reports and other information provided by DOE, NRC, State, and Indian Tribe members and recommend system requirements, the nature and scope of an automated document management system to support licensing of high-level radioactive waste (HLW) repositories. The committee will consider and make recommendations concerning:

- 1) System performance requirements
- 2) Roles and responsibilities of contributors and users
- 3) Uniform record management procedures
- 4) System design and operation plans
- 5) Progress and system implementation
- 6) Other LSS related topics as may be requested by the DOE or other members and agreed to by the Committee

The ICC will, in particular, give early attention to the following:

- 1) Definition of requirements to meet the needs of users
- 2) Identification of information that must be included in the system
- 3) Establishment of a common vocabulary and taxonomy to index/classify present documents for reliable storage, search, and retrieval

# DRAFT

- 2 -

- 4) Establishment of standard formats to capture documents in electronic form where possible, for later transfer to the LSS

Annually, the ICC will review the function it is performing and determine whether it should continue to exist.

## B. Roles and Responsibilities

DOE will have responsibility for designing and implementing the LSS, incorporating on-line, full text storage and retrieval techniques. NRC will continue to operate its pilot project to demonstrate system capabilities within its budget constraints and through the committee will participate in defining the requirements and operating procedures to support the NRC's licensing review and hearing.

The ICC shall commit to providing recommendations in a timely manner and shall establish work plans and schedules to complete their task.

## C. Interagency Coordinating Committee Membership

The NRC and DOE will have management membership and, as appropriate, legal or technical staff membership. A DOE representative will act as chairman.

State and Indian Tribe attendance and participation in Committee meetings will be encouraged. It is also encouraged that the States and Indian Tribes arrange for continuity in their participants at the meetings.

## D. Meetings

Meetings will be held on an approximate quarterly schedule in the Washington, DC area or as determined necessary by the Committee members.

ICC meetings will be open to the public, and all attendees will be afforded the opportunity to express their views. Correspondence received by the Committee Chairman or members will be entered into the meeting minutes if so requested. DOE will have the responsibility to maintain Committee records and eventually enter them into the LSS.

# DRAFT

- 3 -

Agendas will be prepared and information to be discussed at the meetings distributed to Committee Members, States and Indian Tribes at least two weeks prior to the meetings.

E. Meeting Minutes and Reports

Meeting minutes will be prepared and signed prior to the end of the ICC meetings. The chairman shall have responsibility for distributing meeting minutes to the members and State and Indian Tribe representatives.

Committee reports as required will be published and distributed by DOE.

\_\_\_\_\_ for NRC

\_\_\_\_\_ for DOE

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## Charter

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\_\_\_\_\_ for NRC

\_\_\_\_\_ for DOE

Date: \_\_\_\_\_

Date: \_\_\_\_\_

MINUTES OF THE DOE/NRC  
LICENSING SUPPORT SYSTEM  
INTERAGENCY COORDINATING COMMITTEE  
20 FEBRUARY 1986

THE MEETING STARTED WITH A PRESENTATION  
BY CHARLES HEAD  
OF THE STATUS OF DOE'S EFFORTS TO  
DEVELOP A LICENSING SUPPORT SYSTEM.<sup>(LSS)</sup>

THIS WAS AN ORAL PRESENTATION. NRC  
FOLLOWED WITH A PRESENTATION BY  
PAUL ALTOHARE AND ANI BENDER ON THE  
STATUS OF NRC'S PILOT PROJECT. THE  
HANDOUT FOR THIS PRESENTATION IS  
ATTACHED. THERE WAS EXTENSIVE  
DISCUSSION OF THE DOE AND NRC  
PRESENTATIONS BY THE MEETING  
ATTENDEES, INCLUDING PARTICIPATION

BY THE STATE AND INDIAN TRIBE REPRESENTATIVES  
PRESENT.

FOLLOWING THE PRESENTATIONS, THE MEETING  
REVIEWED PROPOSED DRAFT CHARTERS  
FOR THE <sup>LSS</sup> INTERAGENCY COORDINATING  
COMMITTEE (ICC) THAT HAD BEEN PREPARED  
BY NRC AND DOE. FOLLOWING DISCUSSION  
OF THE DRAFTS, A CONSOLIDATED  
DRAFT WAS DEVELOPED FOR FURTHER  
CONSIDERATION BY DOE AND NRC.  
DURING DEVELOPMENT OF <sup>THE</sup> CONSOLIDATED  
DRAFT, THE FOLLOWING MAJOR  
CONSIDERATION WAS IDENTIFIED.

AT THE  
THE STATE AND INDIAN TRIBE ATTENDEES  
MEETING EXPRESSED CONCERNS WITH THE CONCEPT OF  
SELECTING A SINGLE INDIVIDUAL TO REPRESENT EACH  
GROUP.

THE AND NRC' HAD CONTEMPLATED HAVING  
STATE AND INDIAN TRIBE MEMBERSHIP ON  
THE LSS ICC. IT WAS NOTED THAT SUCH  
AN ARRANGEMENT WOULD REQUIRE THE LS  
ICC TO BE CONDUCTED IN ACCORDANCE  
WITH THE FEDERAL ADVISORY COMMITTEE  
ACT. THIS WOULD PRESENT PROBLEMS  
RELATIVE TO BOTH SELECTING A WORKABLE  
NUMBER OF FORMAL COMMITTEE MEMBERS  
FROM THE STATES AND INDIAN TRIBES,  
AND IN COMPLYING WITH THE STRINGENT  
ADMINISTRATIVE REQUIREMENTS FOR  
FEDERAL ADVISORY COMMITTEES. TO

AVOID THIS SITUATION, THE CONSENSUS

BEING REACHED THAT THE

AND URC SHOULD BE FORMAL MEMBERS,

WITH STATE AND JUDICIAL TEST PARTICIPATION

ENCOURAGED AND ACTIVELY SOUGHT.

AT THE CONCLUSION OF THE MEETING,

IT WAS AGREED TO TENTATIVELY

SCHEDULE THE NEXT MEETING OF THE

GROUP FOR APRIL 3, 1986. THE TOPICS

TO BE DISCUSSED ARE AS FOLLOWS:

1. REQUIREMENTS FOR DOCUMENT

CAPTURE.

2. LSS REQUIREMENTS DEFINITION.

GRALD  
DOF/ELU-24

~~PROG~~  
MRC  
2/20/86

MEETING OF THE DOE/NRC  
 LICENSING SUPPORT SYSTEM  
 INTERAGENCY COORDINATING COMMITTEE  
 20 FEBRUARY 1986

<u>NAME</u>	<u>ORGANIZATION</u>	<u>PHONE</u>
CHARLES HEAD	DOE/RW-24	252-56
GVI BENDER	NRC/DWM	427-442
M. J. Wise	SAIC/McLean	527-495
DEAN TOUSLEY	HARMON & WEISS/YAKIMAS	328-350
MICHAEL COLLINS	NRC/ADM	492-495
ELIZABETH SNEIBURNE	NRC/SECM	431-327
MIKE McAVEY	WESTON	263-57
Gwen Thompson	DOE/Licensing	252-495
JACK WITTMAN	Utah	(801) 538-554
Nancy Still	NRC/DWM	427-4667
Phil Altomare	NRC/DWM (301)	427-4677
Bill Clunstead	NRC/OELD (301)	492-7203
Ken Kalman	NRC/DWM (301)	427-407
Barbara Cerny	DOE/OSTI	615 576-119
CHIP CAMERON	NRC/OELD	301 492 8689
DICK AUGUST	DOE/RW-22	

Charter

High-Level Radioactive Waste Repository  
Licensing Support System Coordinating Committee

~~Under Section 134(d)(2) of the NHPA, the NRC is required to issue a final decision approving or disapproving issuance of a construction authorization for the high-level waste repository no later than three years after the date of submittal of the DOE license application. However, the NRC could extend this deadline another 12 months for cause. The DOE's Mission Plan proposes to reduce the three-year statutory schedule to 27 months.~~

~~One of the most significant contributors to the length of the licensing review has been the time associated with the sending, receiving, and handling of information and data. This is true both for docketed correspondence between receivers and applicants, and for discovery by interrogatories and service of documents during adjudication. Current technology for electronic storage, retrieval, and mail could substantially reduce the time needed for information processing. Furthermore, electronic processing would eliminate some of the time-consuming steps needed to log and docket records.~~

~~It is necessary to reduce the need to rely on the discovery process, and time consuming service of documents, if the Commission is to reach its decision within the allotted timeframe. Hence, the information and data supporting a DOE application should be made available to all interested parties before the application is submitted and formal NRC review begins.~~

~~DOE and NRC have concluded that a joint effort is required to develop a common licensing document management system to accomplish a three year or shorter licensing hearing for a high-level radioactive waste repository as mandated by the Nuclear Waste Policy Act of 1982. This system, referred to as the Licensing Support System (LSS) would be used by DOE, NRC, the states, Indian tribes, and other parties to the repository licensing hearings.~~

~~A. PURPOSE~~

~~The objective of the LSS is to make all documents and other information pertinent to repository licensing available ~~well~~ before the license application is submitted, thus reducing the need to rely on discovery and shortening the time required for the hearing process.~~

AS FOR AS PRACTICABLE SUBMITTAL OF

TIMELY COMPLETION OF THE

~~The objective of the Coordinating Committee is to provide guidance to the DOE in the development and implementation of an LSS that will minimize the time necessary for discovery and facilitate a three year or shorter licensing hearing. DOE is the decision authority, and the charter of the Coordinating Committee does not diminish this authority.~~

CHARTER HLRW REP LSS COMMITTEE

The Coordinating Committee shall review reports and other information provided by DOE, NRC, state, and Indian tribe members and recommend system requirements, the nature and scope of an automated document management system to support licensing of high-level radioactive waste (HLW) repositories. The committee will consider and make recommendations concerning:

- 1) System performance requirements
- 2) Roles and responsibilities of contributors and users
- 3) Uniform record management procedures
- 4) System design and operation plans
- 5) Progress and system implementation
- 6) Other LSS related topics as may be requested by the DOE or other members and agreed to by the Committee

The Committee will, in particular, give early attention to the following:

- 1) Definition of requirements to meet the needs of users
- 2) Identification of information that must be included in the system
- 3) Establishment of a common vocabulary and taxonomy to index/classify present documents for reliable storage, search, and retrieval
- 4) Establishment of standard formats to capture documents in electronic form where possible for later transfer to the LSS

ANNUALLY,

The Committee will, ~~exist for one year following the first meeting.~~ <sup>REVIEW THE FUNCTION IT IS PERFORMING AND</sup>  
A DETERMINE WHETHER IT SHOULD CONTINUE TO EXIST.

C. Roles and Responsibilities

DOE will have responsibility for designing and implementing the LSS, incorporating on-line, full text storage and retrieval techniques. NRC will continue to operate its pilot project to demonstrate system capabilities within its budget constraints and through the committee will participate in defining the requirements and operating procedures to support the NRC's licensing review and hearing. ~~(State and Indian tribe members will have responsibility to inform concerned states and Indian tribes of the Committee's activities and recommendations and to ensure that their respective views are brought to the attention of the Committee.)~~

The Committee shall commit to providing recommendations in a timely manner and shall establish work plans and schedules to complete their task.

D. Coordinating Committee Membership <sup>MEMBERSHIP, AS APPROPRIATE, MANAGEMENT AND LEGAL OR TECHNICAL STAFF INCLUDING ENH</sup>

The NRC and DOE will have ~~two~~ <sup>two</sup> representations each to the Committee that are first-line supervisors and staff responsible for information management system development and operation. Membership will also include a state and an Indian tribe representative.

~~Members are responsible for their individual cost during participation in Committee activities.~~

IT IS ALSO ENCOURAGED

THAT THE STATES AND INDIAN TRIBES MAINTAIN  
THE CONTINUITY IN THEIR PARTICIPANTS AT THE MEETINGS.

CHARTER HLW REP LSS COMMITTEE

NO NEW TP

A DOE representative will act as chairman, ~~or chairmanship may rotate among members if approved by majority of the members.~~

STATE AND INDIAN TRIBE ATTENDANCE AND PARTICIPATION IN COMMITTEE MEETINGS WILL BE ENCOURAGED.

E. Meetings

Meetings will be held on an approximate quarterly schedule in the Washington, DC area or as determined necessary by the Committee members.

Committee meetings will be open to the public, and all attendees will be afforded the opportunity to express their views. Correspondence received by the Committee Chairman or members will be entered into the record if so requested. DOE will have responsibility to maintain Committee records and eventually enter them into the LSS.

MEETING MINUTES

F. MEETING MINUTES AND Reports

AND STATE AND INDIAN TRIBE REPRESENTATIVES

DISTRIBUTING

The chairman shall have responsibility for preparing meeting minutes and distributing them to the members ~~within one week of the meeting. Approval, comments, or dissenting views for incorporation in the minutes will be provided to the chairman within one week, and final meeting minutes distributed within four weeks.~~

AS REQUIRED

Committee reports will be published and distributed by DOE.

AGENDAS WILL BE PREPARED AND IMPLEMENTATION TO BE DISCUSSED AT THE MEETINGS DISTRIBUTED TO COMMITTEE MEMBERS, STATES AND INDIAN TRIBES AT LEAST TWO WEEKS PRIOR TO THE MEETINGS.

MEETING MINUTES WILL BE PREPARED AND SIGNED PRIOR TO THE END OF THE COMMITTEE MEETINGS.

## Charter

### High-Level Radioactive Waste Repository Licensing Support System Coordinating Committee

#### A. Background

Under Section 114(d)(2) of the NHPA, the NRC is required to issue a final decision approving or disapproving issuance of a construction authorization for the high-level waste repository no later than three years after the date of submittal of the DOE license application. However, the NRC could extend this deadline another 12 months for cause. The DOE's Mission Plan proposes to reduce the three-year statutory schedule to 27 months.

One of the most significant contributors to the length of the licensing review has been the time associated with the sending, receiving, and handling of information and data. This is true both for docketed correspondence between receivers and applicants, and for discovery by interrogatories and service of documents during adjudication. Current technology for electronic storage, retrieval, and mail could substantially reduce the time needed for information processing. Furthermore, electronic processing would eliminate some of the time-consuming steps needed to log and docket records.

It is necessary to reduce the need to rely on the discovery process, and time consuming service of documents, if the Commission is to reach its decision within the allotted timeframe. Hence, the information and data supporting a DOE application should be made available to all interested parties before the application is submitted and formal NRC review begins.

DOE and NRC have concluded that a joint effort is required to develop a common licensing document management system to accomplish a three year or shorter licensing hearing for a high-level radioactive waste repository as mandated by the Nuclear Waste Policy Act of 1982. This system, referred to as the Licensing Support System (LSS) would be used by DOE, NRC, the states, Indian tribes, and other parties to the repository licensing hearings.

The objective of the LSS is to make all documents and other information pertinent to repository licensing available well before the license application is submitted, thus reducing the need to rely on discovery and shortening the time required for the hearing process.

#### B. Charter

The objective of the Coordinating Committee is to provide guidance to the DOE in the development and implementation of an LSS that will minimize the time necessary for discovery and facilitate a three year or shorter licensing hearing. DOE is the decision authority, and the charter of the Coordinating Committee does not diminish this authority.

## CHARTER HLW REP LSS COMMITTEE

The Coordinating Committee shall review reports and other information provided by DOE, NRC, state, and Indian tribe members and recommend system requirements, the nature and scope of an automated document management system to support licensing of high-level radioactive waste (HLW) repositories. The committee will consider and make recommendations concerning:

- 1) System performance requirements
- 2) Roles and responsibilities of contributors and users
- 3) Uniform record management procedures
- 4) System design and operation plans
- 5) Progress and system implementation
- 6) Other LSS related topics as may be requested by the DOE or other members and agreed to by the Committee

The Committee will, in particular, give early attention to the following:

- 1) Definition of requirements to meet the needs of users
- 2) Identification of information that must be included in the system
- 3) Establishment of a common vocabulary and taxonomy to index/classify present documents for reliable storage, search, and retrieval
- 4) Establishment of standard formats to capture documents in electronic form where possible for later transfer to the LSS

The Committee will exist for one year following the first meeting.

### C. Roles and Responsibilities

DOE will have responsibility for designing and implementing the LSS, incorporating on-line, full text storage and retrieval techniques. NRC will continue to operate its pilot project to demonstrate system capabilities within its budget constraints and through the committee will participate in defining the requirements and operating procedures to support the NRC's licensing review and hearing. State and Indian tribe members will have responsibility to inform concerned states and Indian tribes of the Committee's activities and recommendations and to ensure that their respective views are brought to the attention of the Committee.

The Committee shall commit to providing recommendations in a timely manner and shall establish work plans and schedules to complete their task.

### D. Coordinating Committee Membership

The NRC and DOE will have two representations each to the Committee that are first line supervisors and staff responsible for information management system development and operation. Membership will also include a state and an Indian tribe representative.

Members are responsible for their individual cost during participation in Committee activities.

Geologic Repository  
Licensing Support System  
Interagency Coordinating Group  
Charter

19 February 1986

Purpose:

The Licensing Support System (LSS) Interagency Coordinating Group (ICG) has been established by the Department of Energy and the staff of the Nuclear Regulatory Commission as a means of allowing the development and operation of an LSS that is acceptable to all user organizations. The purposes of the ICG specifically include the following:

1. During LSS Design and Implementation - To monitor the development of the LSS design and implementation of the system to ensure that the system that is developed will fulfill the needs of the users relative to supporting licensing of one or more geologic repositories.
2. During LSS Operation - To monitor operation of the system to ensure that the system is operated in a manner that allows it to fulfill its function in facilitating licensing of geologic repositories, including monitoring of the manner in which all users of the system support operation of the system by providing information to be stored in the system.

Membership:

Initially, membership in the LSS ICG will consist of representatives of DOE and NRC. The DOE representative will chair the ICG. The DOE and NRC representatives will be the first line supervisors in each organization who are responsible for system development and operation. The next level of supervision within DOE and NRC will be Ad Hoc members. The States and Indian Tribes, acting together, will also be invited to designate one State representative and one Indian Tribe representative.

Mode of Operation:

1. Frequency of Meetings - At least one or two public meetings will be held each year to discuss the LSS status and plans. Other working meetings will be called on an as needed basis to discuss specific documents or issues.
2. LSS Operations Management - DOE will be responsible for designing and implementing the LSS, incorporating on-line, full text storage and retrieval techniques.

3. Oversight of DOE Activities - As design and implementation of the LSS progresses, DOE or DOE's contractors will develop LSS documentation such as concept descriptions, designs, operating procedures, and status reports. DOE will present these documents to the ICG as part of their development process and request that they be reviewed and commented upon by the ICG. DOE will manage the LSS development and implementation process in such a manner as to satisfy the consensus arrived at by the ICG, in so far as possible considering the requirements of DOE and other Federal rules, orders, and regulations.

## TIMS/1 DATA BASE DEFINITION

### ARTICLE I - STATEMENT OF WORK

#### Statement of Work

#### A. Background and Objectives

##### 1. Introduction

This contract provides for TIMS/1 Data Base Definition phases of the overall TIMS/1 Project. The Technical Information Management System (TIMS) is intended to serve as the principal NRC resource for technical information collection, storage, retrieval and dissemination. When fully implemented, it will replace the functions of the present Document Control System (DCS) (operating since 1978) with enhanced capabilities using the latest technology. TIMS will become an integral part of the NRC Corporate Data Network (CDN).

The objectives of this contract phase include:

- ° Detailed definition of the TIMS/1 Header and Text Records.  
Definition of the requirements to incorporate these records into an INQUIRE Data Base Management System environment.
- ° Development of the processing dialogue required to create, update and purge the document header and text information.
- ° Documentation of these definitions and procedures in a specification suitable for implementation in subsequent phases.

#### Tasks

##### 1. Introduction

The contractor, acting as an independent entity and not as an agent of the U.S. Government, shall provide the facilities, all necessary personnel and services to provide the Nuclear Regulatory Commission (NRC) with detailed reports relating to TIMS/1 Data Base Definitions.

The specific contract tasks will consist of the following functional elements:

- Task 1 - TIMS/1 Header and Text Record Definitions
- Task 2 - Integration Requirements for INQUIRE Environment
- Task 3 - Dialogue Requirements for Creation, Update and Purge
- Task 4 - Specifications for Implementation

These tasks will be activated and fulfilled under specific Task Orders.

#### Task 1 - TIMS/1 Header and Text Record Definitions

Under Task 1, the contractor shall be responsible for defining each element of the TIMS Header and Text record and how it is to be used. A copy of a proposed TIMS Header and Text record will be provided by NRC. The individual elements must be coordinated with specific requirements of both incoming and NRC-generated documents of various types and be compatible with data elements of the CDN. This coordination will require the contractor to consult with various components of the NRC as coordinated by the NRC Project Officer.

#### Task 2 - Integration Requirements

Under Task 2, the contractor shall investigate the requirements, capabilities and limitations of the INQUIRE DBMS to process the proposed TIMS/1 Header and Text Record as defined in Task 1. The various steps required to accommodate the individual data elements and the overall related Header records shall be defined. Required input equipment and communications shall be defined. Estimates of data rates and overall capacity shall be provided.

#### Task 3 - Dialogue Requirements for Creation, Update and Purge

The contractor shall define a process flow for documents from both internal and external NRC sources and define the points in the flow where the individual data elements are to be created and edited for the TIMS/1 Header and Text Record. At each such processing point, the contractor shall define the dialogue between the "system" and user necessary to create new records, edit (quality control records), search for individual or sets of records and delete or purge records.

Task 4 - Specifications for Implementation

Task 4 will consist of a report containing a narrative description of the activities conducted under Tasks 1-3. It will also include a detailed specification of required information and activities required to implement the TIMS/1 Header and Text Record into the overall system under an INQUIRE environment.