

Memorandum

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Distribution of the Report of the April 22, 1986 Meeting of the DOE/NRC LSS Interagency Coordinating Committee

Distribution

The first attachment to this memorandum is the report of the second meeting of the DOE/NRC Licensing Support System (LSS) Interagency Coordinating Committee (ICC). This meeting was open to the public and was held in the Forrestal Building, the DOE headquarters building, at 1000 Independence Ave., Washington, D.C. The report of the meeting is being distributed for your information.

One of the items of business conducted during the meeting was to reach agreement on the wording of the charter for the ICC. After the meeting, the lead DOE and NRC representatives signed the charter. A copy of the signed charter is also attached for your information.

If you have any questions concerning this meeting, or any of the attached material, I can be reached on telephone number 202-252-5625.

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

Attachment:

1. Meeting Report, Licensing Support System, DOE/NRC Interagency Coordinating Committee, 22 April 1986
2. Charter, High-Level Radioactive Waste Repository, Licensing Support System Interagency Coordinating Committee, signed April 22, 1986

Copy to:

Phil Altonare, NRC

WM Record File

403

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B. Cerny, DOE/OSTI
D. Christy, Miss. Dept. of Energy and Trans.
M. Collins, NRC Admin.
L. Desell, RW-32
J. Ebinger, Nez Perce Tribe
S. Echols, DOE/GC-11
T. J. Erickson, Data Retrieval
Karen K. Hatch, DOE/WMPO
G. Higgins, BWIP
R. Johnson, Aerospace Corp.
K. Kalman, NRC/DWM
L. Luther, NRC/DWM
M. McAvey, Weston
S. Mann, CRP
J. Neff, SRP
L. Olson, BWIP
R. Ross, DOE/NA-252.3
L. Spruill, Miss. Attorney General's Office
W. Still, NRC/DWM
O. Thompson, DOE/RW-24
T. Tinsley, SAIC/Nevada
D. Tonsley, Harmon & Weiss
D. Vieth, NWSI
J. Wittman, Utah
State and Indian Tribe Contacts (14 copies)

Meeting Report
 Licensing Support System
 DOE/NRC Interagency Coordinating Committee
 22 April 1986

Purpose: This meeting was the second meeting of the DOE/NRC Interagency Coordinating Committee (ICC) that has been established to coordinate development of the Geologic Repository Licensing Support System (LSS). The specific topics discussed were as specified in the agenda provided as Attachment (1).

Attendees:

<u>Name</u>	<u>Affiliation</u>	<u>Phone #</u>
C.R. Head*	DOE/RW-24	202-252-5625
Ralph Stein	DOE/RW-23	202-252-5355
Stan Echols	DOE/GC	202-252-6947
Jim Carlson	DOE/RW-32	202-252-9433
Linda Desell	DOE/RW-32	202-252-9738
L.T. Skoblar	Roy F. Weston	301-963-5241
Mike McAvoy	Weston	301-963-5242
Barbara Cerny	DOE/OSTI	615-576-1196
Karen K. Hatch	DOE/WMFO	702-295-1836
C. Thomas Tinsley	SAIC/Las Vegas	702-295-0065
Avi Bender	NRC/DWM	301-427-4483
Phil Altomare	NRC/DWM	301-427-4677
Linda Luther	NRC/DWM	301-427-4426
Nancy Still	NRC/DWM	301-427-4664
Ken Kalman	NRC/DWM	301-427-4071
Chip Cameron	NRC/OELD	301-492-8689
Mike Collins	NRC/ADM	301-492-4955
Ron Johnson	Aerospace Corp.	202-488-6340
J.F. Wittman	State of Utah	801-538-5545
T.J. Erickson	Data Retrieval	414-355-5900
Jon Ebinger	Naz Perce Tribe	202-342-3500
Dean Tousley	Yakima Nation	202-328-3500
Lisa Spruill	MS Atty. General	601-359-3680
Don Christy	MS Dept. of Energy and Transportation	601-961-4733
Dave Berick	Environmental Policy Institute	202-544-2600

*Chairman

Discussion:

1. Introduction and LSS ICC Charter - After brief opening remarks, C. Head (DOE) presented DOE's proposal for the Charter of the ICC. A draft of the Charter had been developed during the first ICC meeting and was subsequently reviewed by DOE and NRC management. The revisions that were made to the Charter as a result of the management reviews were identified and briefly discussed.

One specific revision that was discussed was the change to the last sentence of the second paragraph under "purpose". This revision deleted the words "DOE is the decision authority...". Ralph Stein (DOE) questioned whether this change implied that DOE was not the decision authority concerning LSS activities. Bill Altomare and Chip Cameron (both NRC) recognized DOE's ultimate responsibility for establishing the LSS giving full consideration to information provided by the NRC, States and Indian Tribes through the ICC. The revisions to this paragraph were made so that there would not be a perceived detraction from the role of the Committee.

After the discussion of this and other points, the Charter was accepted by DOE and NRC. None of the State or Indian Tribe representatives voiced any objections.

2. DOE LSS Status Report - C. Head (DOE) gave a verbal report of the status of DOE's efforts, covering the following topics:
 - a. RFP for LSS Design Contractor - DOE's highest priority activity at this time is developing a request for proposals (RFP) with which to select a contractor to design the LSS and work with DOE (and, through DOE, with the ICC) through LSS start-up. The RFP is expected to be issued within approximately 2 months, with contractor selection following within approximately 6 months.
 - b. LSS Procedure Preparation - DOE's headquarters support contractor is working on the following:
 - (1) A specification for the characteristics that document collection procedures must have for all groups putting information into the LSS.
 - (2) A procedure for document collection within DOE Headquarters.

- (3) Procedures for operation of the issue and commitment tracking subsystems of the LSS.

These documents are expected to be available for review outside DOE Headquarters by the end of May 1986.

In conjunction with this presentation, there was a discussion of how to handle the backlog of information that already exists (see DOE Action Memorandum, Attachment 1, page 4). The consensus of the meeting was that DOE's plan to load all program data for 10 years prior to passage of the Nuclear Waste Policy Act of 1982 seemed reasonable, and no alternative recommendations were made. It was also noted that if specific, known information from earlier dates is used as a basis for DOE's License Application (or is to be used in the licensing hearings), that information should also be loaded into the LSS. There was also a general agreement that, due to the size of the backlog, the process of preparing it for loading into the LSS (collection, indexing, abstracting, digitizing, etc.) should start well before the LSS is operational.

3. NRC Pilot Project Status Report - Phil Altomare (NRC) gave a report on the status of the LSS pilot project. The handout for this report is provided as Attachment (2). Phil commented that the information available for use by DOE, particularly Indian Tribes. However, some means of handling the data will have to be worked out. Phil stressed the need for an LSS system to collect documents (including Contractor Reports), a standardized electronic capture of documents, and developing a document indexing system. Phil also discussed coordinating interim document capture between DOE, DOE Field Offices, NRC and others.

Dean Tonsley (NRC) commented that NRC should change the formal name of its pilot project from NRC Licensing Support System back to NRC Licensing Information Management System to avoid confusion with the name of the DOE LSS. It was also pointed out the NRC system is normally referred to simply as the "NRC Pilot Project", thus minimizing the potential for confusion.

4. NRC Proposed LSS Requirements - Avi Bender (NRC) presented a synopsis of NRC's proposed requirements for the characteristics an LSS must have. The handout for this report is provided as Attachment (3). C. Head (DOE) noted that the proposed NRC LSS requirements were stated in general terms and could not be readily used by DOE in developing the system, but suggested that they might be

useful as a general checklist to check the LSS characteristics against as they are developed. Avi Bender noted in response that the NRC requirements were intended to serve as guiding principles for system development.

5. Discussion of DOE Action Memorandum - C. Head (DOE) opened the discussion on this topic with an explanation of part of the history of developing this document. It was noted that, although the document was completed and dated after establishment of the LSS ICC, the bulk of preparation of the document was done prior to recognition of the need for the ICC. As a result the tone of the memorandum may present DOE in a unilateral decision making mode, when, in fact, DOE is committed to coordinate development and use of the LSS with NRC, the States and Indian Tribes through the LSS ICC. Then each attachment to the Action Memorandum was discussed, in the order of 1, 7, 2, 3, 4, 5 and 6.

- a. Attachment 1 - Phil Altomare (NRC) stated that the discussion on what should not go into the LSS is not acceptable since such information is in the system under some circumstances. Phil Altomare gave a detailed explanation of the information regarding the memorandum as it relates to the LSS. P. Altomare (NRC) discussed the policy and procedures for the LSS that must be reviewed and approved. Information will be collected and stored in the LSS that the Action Memorandum requires collection procedures to be established and recorded in the LSS. DOE also notes that it is required to have for document collection, not "policy and procedure documents".

During the discussion of Attachment 1, it was noted that the provisions specified are intended to be used by the States and Indian Tribes. P. Altomare (NRC) explained that the provisions will be required to enter all pertinent information into the LSS in computer readable text files and to make generation and maintaining of handwritten notes or handwritten comments in the margins of documents that would be subject to "discovery". P. Altomare (NRC), in response to concern voiced by others, stated that provisions will have to be made for documenting the type of information that would normally be kept in handwritten and margin notes.

b. Attachment 7 - At the beginning of the discussion, C. Head (DOE) pointed out that there is a typographical error in the attachment, on page 7 under "Recommendation". The recommended option should be #6, as specified in the Action Memorandum itself, rather than #4. C. Head also clarified that the general public (including the States and Indian Tribes) will have access to the information in the issue and commitment tracking systems, but that this access will be via periodic reports placed into the computer accessed text files, rather than via direct on-line access to the systems.

c. Attachment 2 - C. Head (DOE) explained that this attachment proposes to eliminate the separate "key documents data base" since all of these documents will be in the main base of computer readable text files. There was no objection to this proposal.

Jack Tinsley (SAIC) suggested that to compensate for deleting the separate data base, consideration should be given to providing for full text searches of all documents. This would be for sections of documents, not for the entire contents of the full LSS system. This would be for large documents such as the final parts of the license application.

d. Attachment 1 - C. Head (DOE) noted that it would be desirable for DOE, NRC, and the States and Indian Tribes to have a common set of "issues". Others present noted that there will always be issues specific to each organization. It was suggested that this subject be further discussed in DOE/NRC workshops on SCP issues.

e. Attachment 4 - It was noted that the procedure for operation of the commitment tracking function must specify how both parties to a commitment agree that a trackable commitment has been made.

f. Attachments 5 and 6 - There were no comments on these attachments.

6. Common Vocabulary/Taxonomy - P. Altomare (NRC) led a discussion on the need for a common set of keywords for use by the LSS. His presentation package is included as Attachment 4. There was general agreement that a common set of keywords is desirable. C. Head (DOE) pointed out that DOE is already working on such a set. Tom Tinsley (SAIC) commented that the WBS (work breakdown structure) should be

considered as a common keyword structure, or as a source of key words.

7. At the end of the meeting, Lisa Spruill (Mississippi) commented to P. Altomare (NRC) that the Mississippi representatives would submit their comments in writing.
8. Next Meeting - It was agreed that next LSS ICC meeting would be held in mid-June 1986. Topics to be discussed include:
 - a. DOE's proposed procedure and specification for document collection.
 - b. DOE's plans for development of a common keyword list.
 - c. Standard approach for interim document collection:
 - Header
 - Standards for electronic text
 - Standards for electronic image

C.R. Head

C. R. Head, DOE

Date: 28 APRIL 1986

Phil Altomare

Phil Altomare, NRC

Date: 4/29/86

ATTACHMENTS:

- (1) Agenda for the DOE/NRC Licensing Support System Interagency Coordinating Committee Meeting on April 22, 1986
- (2) Division of Waste Management Pilot Project, Licensing Support System, Open Items Management System, April 22, 1986
- (3) NRC proposed requirements for the Licensing Support System, April 22, 1986
- (4) Common Keyword Indexing/Vocabulary

Agenda
for the
DOE/NRC Licensing Support System
Interagency Coordinating Committee Meeting
on
April 22 1986

9:00AM	Opening Remarks and Introductions	C. R. Head
9:15AM	Completion of the LSS ICC Charter	C. R. Head & P. Altomare
9:45AM	Status of DOE LSS Development	C. R. Head
10:15AM	Break	
11:15AM	Status of NRC Pilot Project	P. Altomare
12:00PM	Lunch	
1:00PM	Discussion of DOE memorandum titled "Scope of the OGR System to Handle Information to Support Repository Licensing" (previously distributed)	C. R. Head
3:00PM	Break	
3:15PM	Discussion of NRC proposed requirements for a Licensing Support System	A. Bender
4:30PM	Discussion of a common vocabulary/taxonomy for nuclear waste management	P. Altomare
5:00PM	Closing Remarks	C. R. Head

4/86

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 has responsibility for developing the LSS. It is anticipated that information developed by the ICC will provide essential information for use in any future NRC rulemaking on the LSS.

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
- 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

Membership shall consist of representation by DOE and NRC headquarters. A DOE representative will act as chairman.

State and Indian Tribe attendance and participation in Committee meetings will be actively sought and encouraged. It will also be strongly encouraged that the States and Indian Tribes arrange for continuity in their participants at the meetings so that the attendees will have the maximum potential for understanding and affecting this complex activity.

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 participate in the meetings. Correspondence received by the Committee Chairman or members pertaining to LSS ICC business 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.

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.

P. M. [Signature]
for NRC

Date: 4/22/86

CRK [Signature]
for DOE

Date: 22 APRIL 1986

FOR OCRWM DISTRIBUTION

SUBJECT: Distribution of the Report of the April 22, 1986 Meeting of the DOE/NRC LSS Interagency Coordinating Committee

ADDRESSEE: Distribution as follows:

A. Bender	P. Altomare	D. Vieth
T. Tinsley	S. Mann	M. Bender
M. McAvey	R. August	A. Avel
O. Thompson	L. Olson	S. Echols
J. Wittman	G. Higgins	R. Ross
D. Tousley	J. Neff	

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BCC:

D. Siefken, Weston

RW-24:C.Head:CH:252-5625:typed 4/23/1986
PC Code: LSS-ICC.004
Head Diskette # 4

CONCURRENCES:

C. R. Head 5,1,86
C. R. Head, RW-24

DIVISION OF WASTE MANAGEMENT

PILOT PROJECT

- **LICENSING SUPPORT SYSTEM**
- **OPEN ITEMS MANAGEMENT SYSTEM**

**PHIL ALTOMARE
AVI BENDER**

APRIL 22, 1986

BRIEFING FORMAT

PRESENTATION

- O OVERVIEW

- O LICENSING SUPPORT SYSTEM
 - PROGRESS
 - SYSTEM DESCRIPTION
 - PLANS

- O OPEN-ITEM TRACKING SYSTEM
 - PROGRESS
 - SYSTEM DESCRIPTION
 - PLANS

- O DEMONSTRATION

OVERVIEW

WHAT THE PILOT PROJECT SUPPORTS

STREAMLINING THE LICENSING PROCESS

I. LICENSING PROCESS

- MINIMIZE DISCOVERY TIME (NEGOTIATED RULEMAKING)

II. LICENSING DATA BASE

- DOE/NRC AGREEMENT
- DOE LSS DEVELOPMENT
- BUILD DATA BASE - ALL DOCUMENTS NECESSARY TO MAKE A LICENSING DECISION

III. CLOSING ISSUES

- GENERIC ISSUES IDENTIFICATION AND RESOLUTION
- SITE SPECIFIC ISSUE IDENTIFICATION AND RESOLUTION

LICENSING SUPPORT SYSTEM

OPEN ITEM MANAGEMENT SYSTEM

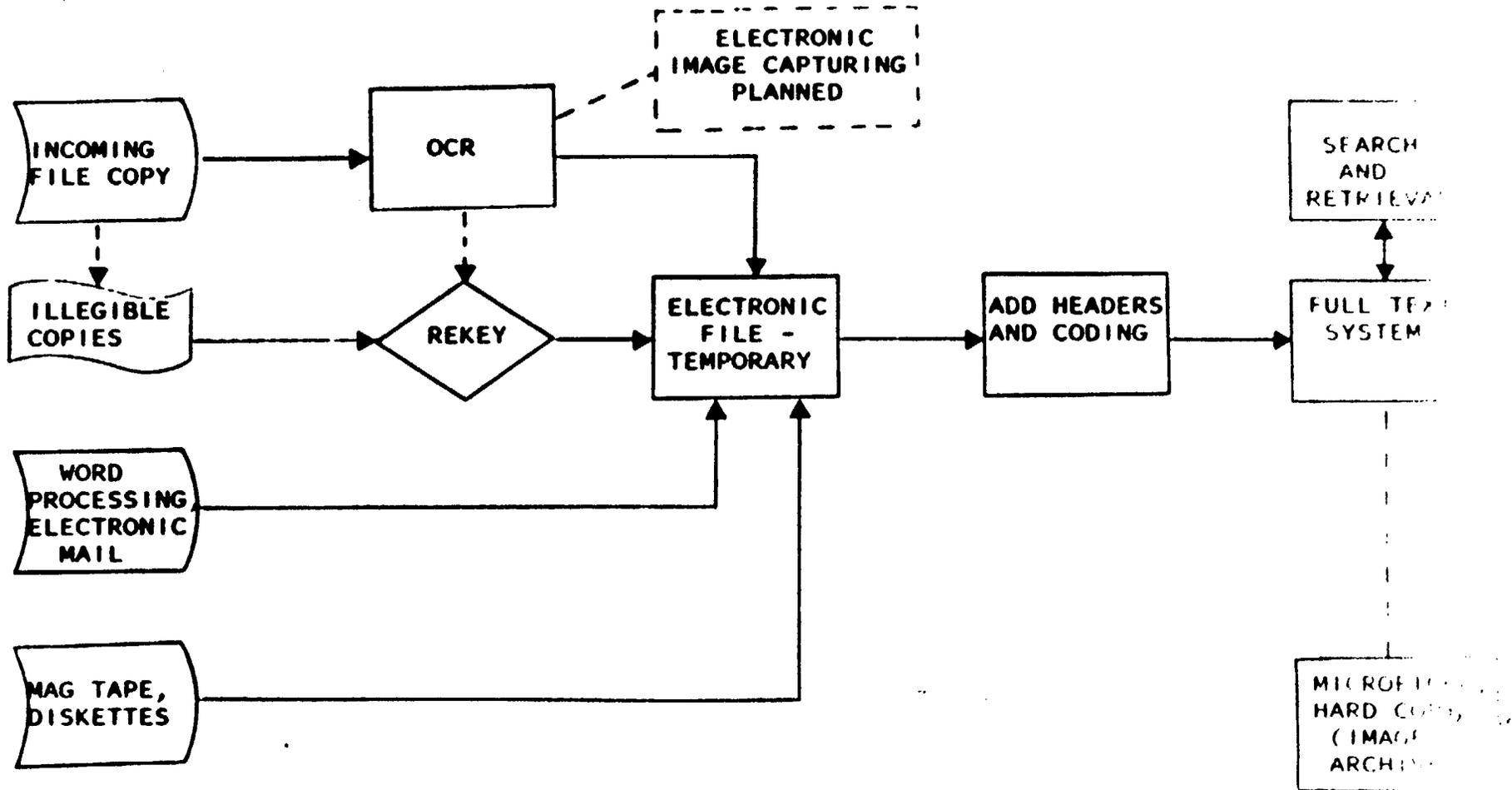
LICENSING SUPPORT SYSTEM

- O PROGRESS
- O SYSTEM DESCRIPTION
- O PLANS

NRC LICENSING SUPPORT SYSTEM - PROGRESS

- O INITIATED EFFORT IN JULY OF '84
- O MET WITH DOE, STATES, AND INDIAN TRIBES - AUG-SEPT 1984
- O PILOT PROJECT STARTED JULY '85
- O AGREEMENT THAT DOE WILL DEVELOP SYSTEM - JANUARY '86
(RFP STATEMENT OF WORK IN PREPARATION)
- O NRC/DOE COORDINATING GROUP WITH STATES AND INDIAN TRIBE
PARTICIPATION ESTABLISHED - FIRST MEETING - FEBRUARY '86
- O 2,300 PAGES OF TEXT IN LSS - 5,000 PAGES MORE BEING
PREPARED FOR INCLUSION
- O DEMONSTRATIONS GIVEN OR PLANNED TO BE GIVEN TO NRC STAFF, DOE
AND DOE CONTRACTORS, STATES AND INDIAN TRIBES
- O PILOT PROJECT HAS BEEN INCORPORATED INTO NRC DOCUMENT
MANAGEMENT SYSTEM REPLACEMENT PLANNING
- O BEGINNING TO PROVIDE FOR USE OF LSS IN THE LICENSING HEARING

DOCUMENT CAPTURE AND RETRIEVAL



OCR = OPTICAL CHARACTER READER

LICENSING SUPPORT SYSTEM - FUTURE PLANS

PILOT PROJECT

- O COMPLETE FULL-TEXT FILE RECORDS
- O DEVELOP ROUTINE WORD PROCESSOR DOCUMENT TRANSFER TO FULL TEXT STORAGE AND RETRIEVAL
- O INITIATE ELECTRONIC IMAGE/TEXT CAPTURE DEMONSTRATION
- O DEVELOP POLICIES AND PROCEDURES FOR DOCUMENT HANDLING, STORAGE, AND RETRIEVAL
- O SYSTEM EVALUATION REPORT
- O INITIATE INTERIM SYSTEM DOCUMENT CAPTURE AND RETRIEVAL (TRANSFER DOCUMENT DATA BASE TO DOE LSS WHEN AVAILABLE)

DOE, STATES, AND INDIAN TRIBES INTERACTION

- O CONTINUE DOE, NRC, STATES, INDIAN TRIBE COORDINATION
- O ESTABLISH PROGRAM FOR INTERIM DOCUMENT CAPTURE
- O ESTABLISH APPROACH/STANDARDS FOR ELECTRONIC CAPTURE OF DOCUMENTS
 - SITE CHARACTERIZATION PLANS
 - CONTRACTOR REPORTS
 - FIELD OFFICE, STATES, AND INDIAN TRIBE INVOLVEMENT
- O WORK TOWARDS COMMON KEYWORD INDEX/VOCABULARY, INCLUDE STATES AND INDIAN TRIBES
- O COMPLETE NEGOTIATED RULEMAKING

OPEN-ITEM MANAGEMENT SYSTEM

- O PROGRESS
- O SYSTEM DESCRIPTION
- O PLANS

OPEN ITEM TRACKING SYSTEM - PROGRESS

- O INITIATED EFFORT - JULY OF '84
- O MET WITH DOE, STATES, AND TRIBES - AUG-SEPT '84
- O SYSTEM DESIGN SPECS - APRIL 1985
- O PROTOTYPE SYSTEM (PC-DATABASE III) AVAILABLE - OCTOBER 1985
- O TASK FORCE ESTABLISHED TO IDENTIFY OPEN ITEMS - OCTOBER 1985
- O DRAFT SET IDENTIFIED FOR NNWSI IN WASTE PACKAGE AND SEISMOLOGY - FEBRUARY 1986
- O DEMONSTRATIONS GIVEN TO DOE, NRC, STATES, TRIBES, AND OTHERS

OPEN ITEM TRACKING SYSTEM - PLANS

- O INTERNAL AGREEMENT ON SYSTEM APPROACH, LEVEL OF DETAIL
- O PLACE SYSTEM ON MAIN FRAME, LINKAGE TO LSS
- O FULL IMPLEMENTATION - INCLUDE OPEN ITEMS FOR ALL SITES

**NRC PROPOSED REQUIREMENTS
FOR THE
LICENSING SUPPORT SYSTEM**

APRIL 22, 1986

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

BRIEFING OBJECTIVES

- **PROVIDE NRC'S REQUIREMENTS FOR A SYSTEM NEEDED TO SUPPORT A 3 YEAR LICENSE REVIEW PROCESS**
- **IDENTIFY DESIREABLE LSS PERFORMANCE FEATURES**

NRC'S VIEW OF THE LSS ROLE

- LSS SHOULD GUARANTEE OPTIMAL ACCESS TO LICENSING INFORMATION
- LSS SHOULD PROVIDE MEANS TO OBTAIN NORMAL COURSE OF DISCOVERY
- LSS SHOULD BE THE DATABASE TO SUPPORT FINDINGS FOR ALL LICENSING DECISIONS

LSS COMPONENTS

- PROCEDURES
- PARTICIPANTS
- INFORMATION
- TECHNOLOGY
 - ENHANCE ACCESS
 - IMPROVE RECALL

MAJOR SYSTEM DESIGN REQUIREMENTS

● RETRIEVABILITY

- MAXIMUM RECALL AND PRECISION
- ON-LINE QUERY OF FULL-TEXT AND DOCUMENT SURROGATE
- SYTEM AVAILABLE AT REASONABLE COST FOR STATES, TRIBES, PUBLIC

● COMPLETENESS

- CONTAIN ALL DOCUMENTS RELEVANT TO LICENSING AND SUBJECT TO DISCOVERY AND FOIA UNLESS EXEMPT
- ALL PARTIES TO LICENSING PROCESS SHOULD ADOPT COMMON PROCEDURES TO ASSURE COMPLETENESS OF LSS

● UNITARY DESIGN

- SINGLE COMPREHENSIVE SYSTEM
- NOT A COLLECTION OF DISPARATE DATABASES
 - COMMON PROCEDURES (INDEXING, CAPTURE, EXEMPTION..)
 - COMMON CONTROLLED VOCABULARY AND THESAURUS
- CERTIFIED SUBMISSION OF INFORMATION TO LSS BY ALL PARTIES

RECORD MANAGEMENT PROCEDURES

WHAT GETS IN

- IDENTIFY ALL SOURCES OF DOCUMENTS
- ESTABLISH MECHANISMS TO INSURE DOCUMENT CAPTURE
- INSURE THAT FULL TEXT COPIES ARE TRUE REPRESENTATIVES OF ORIGINAL
- DETERMINE FORMAT & SURROGATE, (FULL TEXT, BOTH...)

HOW TO PROCESS DOCUMENTS

- SURROGATION OR ENHANCEMENT SHOULD BE CONTROLLED AT EACH STAGE
- DOCUMENT PROCESSING MUST BE CONSISTANT AND AT THE STATE-OF-THE-ART
- MUST BE BASED ON RECORD MANAGEMENT PROCEDURES

WHAT GETS OUT

- LSS SHOULD PROVIDE ACCESS TO A DOCUMENT AND/OR ITS SURROGATE
- QUERY-HANDLING AND DATABASE-SEARCHING TECHNIQUES MUST OPTIMIZE RECALL AND PRECISION
- COPIES OF DOCUMENTS
 - ORIGINAL HARD COPIES (SEVERAL DAYS)
 - DOWN-LOAD SMALL REPORTS AT USER PC

RECORD MANAGEMENT PROCEDURES (CONT'D)

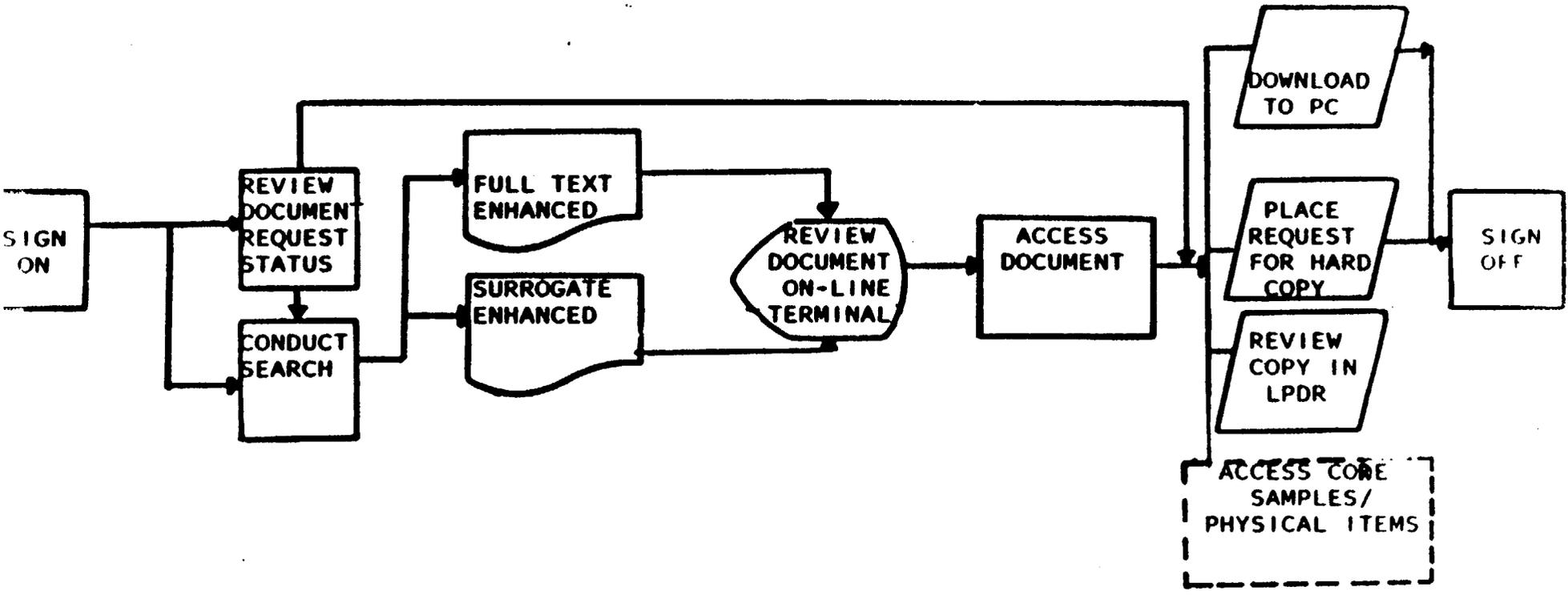
QUALITY ASSURANCE

- RECALL AND PRECISION AUDITS
- IMPROVEMENTS THROUGH LESSONS LEARNED

INFORMATION CAPTURE

- FULL TEXT ELECTRONIC RECORDS (ENHANCED): WORD PROCESSOR TRANSFER, ELECTRONIC TRANSMITTED MAIL, COMPUTER-COMPUTER TRANSFER, MAGNETIC TAPE AND DISK
- HARD COPY CONVERSION TO ELECTRONIC RECORD: OPTICAL CHARACTER READER, MANUAL KEYED ENTRY, DIGITAL IMAGE SCAN (GRAPHICS)
- ELECTRONIC INFORMATION FOR HARD COPY, MICROFICHE, AND PHYSICAL ITEMS: INDEX, KEYWORDS BIBLIOGRAPHIC DATA, ABSTRACT
- HARD COPY AND MICROFICHE: ORIGINAL RECORDS, ARCHIVE FILES
- PHYSICAL ITEMS: STORAGE OF PHYSICAL MATERIAL, AND LARGE ITEMS NOT CONDUCTIVE TO ELECTRONIC CAPTURE (E.G. DRAWINGS)

CONCEPTUAL LSS SEARCH AND RETRIEVAL



SPECIFIC EXAMPLES OF DOCUMENT SEARCH
AND RETRIEVAL DESIGN
CONSIDERATIONS

- HARDWARE/SOFTWARE COFIGURATION
- NUMBER OF USERS
- TELECOMMUNICATION
- DATA BASE CREATION/ORGANIZATION
- FEATURES OF QUERY LANGUAGE
- DOCUMENT ACCESS
- SECURITY/QUALITY CONTROL
- COSTS/BENEFITS OF CONFIGURATION
- USER INTERFACE
- MULTI-MEDIA ACCOMODATION
- RESPONSE TIME
- OPERATIONAL AVAILABILTY

SUMMARY

- LSS MUST BE DEVELOPED WITH A SENSE OF URGENCY
- POTENTIAL LSS PROBLEMS SHOULD BE RESOLVED
 - STANDARDIZED PROCEDURES
 - INTEGRATION OF ALL DOE SYSTEMS
- COOPERATION NEEDED BY ALL PARTICIPANTS TO THE LICENSING PROCESS
- CONTINGENCY MANAGEMENT APPROACH

COMMON KEYWORD INDEXING/VOCABULARY

- O THE ABILITY TO USE AND SEARCH ON KEYWORDS IN COMPUTERIZED DOCUMENT DATA BASES PROVIDES THE CAPABILITY TO APPLY THE EQUIVALENT OF MULTIPLE DOCUMENT INDEXING

- O THE USE OF COMMON KEYWORD INDEXING SUBSTANTIALLY IMPROVES DOCUMENT RETRIEVAL RECALL AND PRECISION

- O RECOMMENDATION - WORK TOWARDS AN AGREED TO SET OF KEYWORDS FOR DOCUMENT IDENTIFICATION/INDEXING

- O ADDITIONALLY DEVELOP A WASTE MANAGEMENT THESARUS

EXAMPLE CATEGORIES FOR MULTIPLE KEYWORD INDEXING

<u>ORGANIZATION</u>	<u>TECHNICAL AREA</u>	<u>EXISTING FILE</u>
FEDERAL AGENCIES	NATURAL SCIENCES	100 HIGH-LEVEL WASTE
DOE	HYDROLOGY	101 BWIP
NRC	GEOLOGY	102 NNWSI
--	--	--
STATE	SOCIAL	200 LOW-LEVEL WASTE
UTAH HLNWO	SOCIOECONOMIC	201 SITE INFO
--	TRANSPORTATION	--
INDIAN TRIBES	ENGINEERING	300 TECHNICAL
YAKIMA NATION	BACKFILL	301 HYDROLOGY
--	WASTE PACKAGE	--
PUBLIC INTEREST		
--		

DRAFT

<u>CODE</u>	<u>SUBJECT MATTER</u>
0100	PROGRAM MANAGEMENT
0200	PROGRAM FINANCES
0300	INTERACTION WITH STATES, INDIAN TRIBES, LOCAL GOVERNMENTS, AND THE PUBLIC
0400	PROGRAM DOCUMENTS AND MILESTONES/ FIRST GEOLOGIC REPOSITORY
0450	PROGRAM DOCUMENTS AND MILESTONES/ SECOND GEOLOGIC REPOSITORY
0500	SITES
0600	SOCIOECONOMIC CONDITIONS
0700	GEOLOGIC CONDITIONS
0800	HYDROLOGIC CONDITIONS
0900	ENVIRONMENTAL SETTING
1000	DISPOSAL ALTERNATIVES
1100	TRANSPORTATION
1200	LEGAL ASPECTS
1300	RISK
1400	LICENSES/LICENSING
1500	DEFENSE WASTE
1600	WASTE ACCEPTANCE SCHEDULE
1700	DESIGN/ENGINEERING

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