



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D. C. 20555

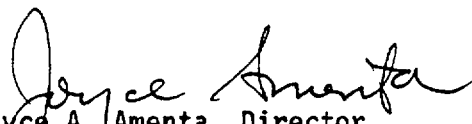
March 7, 1990

MEMORANDUM FOR: Those on Attached List

FROM: Joyce A. Amenta, Director  
Office of Information Resources  
Management

SUBJECT: BUDGET PLANNING FOR PARTICIPATION IN THE HIGH LEVEL  
WASTE LICENSING SUPPORT SYSTEM (LSS)

To assist you in responding to the Office of Information Resources Management's planning call, we have prepared the attached format for submittal of LSS requirements. Should you need any further assistance in formulating your LSS requirements, you may contact Steve Scott, Ext. 28585.

  
Joyce A. Amenta, Director  
Office of Information Resources  
Management

Attachment:  
As stated

1300 MAR -9 AM 9:26

LSS IRM BUDGET

<u>ACTIVITY</u>	<u>FY 1991</u>	<u>FY 1992</u>	<u>FY 1993</u>	<u>FY 1994</u>	<u>FY 1995</u>
1. Number of high resolution, microcomputer workstations needed to access full text and images on the LSS. (Procurement will occur in the FY preceding the requirement.)					
2. Number of staff who will require <u>basic</u> microcomputer training in order to operate a PC for access to the LSS (i.e., how many staff members will be accessing LSS who do not yet have ITS training for: <ul style="list-style-type: none"><li>- Intro to End User Computing:</li><li>- DOS:</li><li>- Crosstalk:</li></ul>					
3. Number of staff who will be using PC's (not high resolution workstations) to access the LSS who do not have PC's at present.					
4. Estimated number of pages of the documentation office will submit to LSS annually that must be converted from hardcopy to electronic format (includes documents generated or received by your office that are required to be submitted to LSS under 10CFR2, Subpart J). This estimate will be used by IRM to estimate conversion costs.					
5. Estimated number of documents, including <u>enclosures counted as separate documents</u> , that your office creates or receives, that will be submitted to LSS under 10CFR2, Subpart J. This estimate will be used by your office to estimate the FTE required to control and index the documents.					

<u>ACTIVITY</u>	<u>FY 1991</u>	<u>FY 1992</u>	<u>FY 1993</u>	<u>FY 1994</u>	<u>FY 1995</u>
6. Total number of hours office staff will be online to the LSS. (Use the following formula: Number of staff who access LSS x Average Hours Spent Searching/Reading/Downloading LSS Text and Images on LSS x 220 days = Hours/FY). Be sure to include administrative personnel who will be performing database control activities, e.g., determining that documents your office submitted to LSS have been accurately entered.					
7. A Priority List for retrofitting existing documents into the LSS is being established. Using your own version of what should be included and on what schedule, estimate the number of documents that your office will identify, reproduce and submit to the LSS. Submittal includes indexing by the office.					
8. For the number of documents identified in No. 7, estimate the number of pages that will require conversion to produce electronic text.					
9. Number of staff who will require training in agency procedures for submitting documents to the LSS. (Note: Each Director is responsible for certifying to the EDO's office that his/her organization has submitted all documents as required under 10CFR2, Subpart J). Remember to plan for any staff turnover or increase.					
10. Identify any other LSS related IRM costs and provide narrative, e.g., ADM may have requirements to support LPDR.					

Addressees - Memorandum Dated March 7, 1990

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Dade W. Moeller, Chairman, Advisory Committee on Nuclear Waste  
Carlyle Michelson, Acting Chairman, Advisory Committee on Reactor Safeguards  
Christine N. Kohl, Chairman, Atomic Safety and Licensing Appeal Panel  
B. Paul Cotter, Jr., Chief Administrative Judge, Atomic Safety and Licensing  
Board Panel  
William C. Parler, General Counsel  
Harold R. Denton, Director, Office of Governmental and Public Affairs  
David C. Williams, Inspector General  
Lloyd J. Donnelly, Administrator, Licensing Support System  
Samuel J. Chilk, Secretary of the Commission  
James M. Taylor, Executive Director for Operations  
Hugh L. Thompson, Jr., Deputy Executive Director for Nuclear Materials  
Safety, Safeguards, and Operations Support  
James L. Blaha, Assistant for Operations, OEDO  
Patricia G. Norry, Director, Office of Administration  
Edward L. Jordan, Director, Office of Analysis and Evaluation of Operational  
Data  
Ronald M. Scroggins, Controller  
Michael L. Springer, Director, Office of Consolidation  
James Lieberman, Director, Office of Enforcement  
Ben B. Hayes, Director, Office of Investigations  
Paul E. Bird, Director, Office of Personnel  
William G. Kerr, Director, Office of Small and Disadvantaged Business  
Utilization and Civil Rights  
Robert Bernero, Director, Office of Nuclear Material Safety and  
Safeguards  
Thomas E. Murley, Director, Office of Nuclear Reactor Regulation  
Eric S. Beckjord, Director, Office of Nuclear Regulatory Research  
William T. Russell, Regional Administrator, Region I  
Stewart D. Ebnetter, Regional Administrator, Region II  
A. Bert Davis, Regional Administrator, Region III  
Robert D. Martin, Regional Administrator, Region IV  
John B. Martin, Regional Administrator, Region V