

February 5, 2002

MEMORANDUM TO: Jacqueline E. Silber  
Deputy Chief Information Officer

FROM: John Linehan **/RA/**  
Director, Program Management, Policy Development and Analysis Staff  
Office of Nuclear Material Safety and Safeguards

SUBJECT: REQUEST FOR EXTENSION OF LESSONS-LEARNED PAPER FOR  
GENERAL LICENSE TRACKING SYSTEM (GLTS)

Pursuant to Management Directive 2.2, *IT Capital Planning and Investment Control (CPIC)*, we are preparing a lessons-learned paper on the GLTS project. A draft of the paper is circulating, and we have received many helpful comments. All reviews so far have been very positive, but some reviewers have asked for follow-on meetings and an additional draft.

In order to respond fully to the comments and to offer additional management review, we propose, with your approval, to extend the effort from the current due date of February 15, 2002, to March 29, 2002. The paper will provide substantive recommendations for future projects, and we look forward to working with your office to implement those recommendations.

We will not pursue any further development on GLTS until the lessons-learned paper has been completed. At that time, we will develop a CPIC screening form, informed by the lessons learned, to propose additional work on GLTS.

Thanks in advance for your support.

CONTACT: Jesse Cloud, NMSS/PMDA/AST  
415-0132

cc: Martin J. Virgilio  
Donald Cool  
John Hickey  
Larry Campbell  
Arnold Levin  
William Usilton

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Distribution: Carolyn Wingo

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<b>DATE</b>	02/05/02		02/05/02		02/05/02			

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