

May 1, 2002

FINAL

SUBJECT: April 17, 2002 NRC--CNWRA
Management Meeting Report

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H. Garcia
J. Russell
B. Mabrito

MEETING REPORT

SUBJECT: NRC--CNWRA Management Meeting

DATE AND PLACE: April 17, 2002
NRC Headquarters

AUTHOR: E. Whitt, NRC

NRC/Center Attendance:

J. Linehan	W. Patrick
D. DeMarco	B. Sagar
B. Meehan	H. Garcia
E. Whitt	J. Russell

Partial Attendance: B. Brach, NMSS, J. Schlueter, DWM, A. Campbell, DWM, M. Gareri, OCIO, S. Nevet, OCIO Contractor, L. Scattolini, OCIO, M. Gareri, OCIO, T. Smith, OCIO, J. Russell, CNWRA, and M. Young, OGC.

The following agreements were reached:

Several NRC requirements are involved in developing guidance needed on the retention of Center for Nuclear Waste Regulatory Analyses (CNWRA) generated documents that may be used to support future NRC licensing actions. These include requirements related to contractual, quality assurance, Agency Document and Management System (ADAMS), Licensing Support Network, Freedom of Information Act, and discoverable records. As a result, portions of action item #1 can be closed as specific elements of guidance are provided to the CNWRA, but the entire action cannot be closed until full guidance is provided in areas of scope, document retention, and provision for records turnover.

NRC requested the CNWRA to provide additional information on the procedures used by SwRI/CNWRA in performing background checks on individuals seeking employment. Wes Patrick provided additional information via e-mail to J. Linehan on April 22, 2002.

The CNWRA will revise the work for others (WFO) request for "Technical Assistance for Support of Mixed Oxide (MOX) Fuel Fabrication Facility." In particular, the columns titled "current staff" in tables 2 and 3 will be revised to be consistent and text will be added to the discussion to clarify where staff will be added and where reduced work load will ensure adequate resources. A revised MOX analysis from Wes Patrick to B. Meehan, dated April 19, 2002 was received via e-mail April 19; hard copy was received April 22.

Action items assigned are as indicated in the attached table.

ACTION ITEMS

Item Description	Responsible Party	Due Date	Completed
<p>1) NRC guidance is needed on retention of CNWRA-generated documents that may be used to support future NRC licensing actions. DWM will be the lead for consolidating input on LSN, ADAMS, FOIA, QA, and any other NRC requirements that affect the Center. Guidance on the scope, period of retention, and provision for records turnover is needed.</p>	<p>DWM/OGC/ CNWRA Ciocco/Young/ Mackin</p>	<p>Revised 6/30/02</p>	<p>Open Guidance package was presented to High-Level Waste Management Board on 2/26/02. It is undergoing review by OCIO, ASLBP, PMDA, and OGC before it enters concurrence for transmittal to the CNWRA.</p>
<p>2) CNWRA will develop and provide to NRC a schedule for installing and implementing a firewall between the CNWRA and NRC.</p>	<p>CNWRA/OCIO Garcia/Badrian</p>	<p>Revised 5/17/02</p>	<p>Open Agreement reached between NRC/CNWRA staff to have router work completed by 4/16/02. Router work was not completed as scheduled due to a possible filter related problem. Configuration file will be examined to determine specific problem.</p>
<p>3) CNWRA will provide additional justification for each individual requiring the "L" clearance.</p>	<p>CNWRA Wittmeyer</p>	<p>5/10/02</p>	