

July 1, 2002

Mr. Bryon Allen  
Office of Information and Regulatory Affairs  
New Executive Office Bldg., Room 10202  
725 17<sup>th</sup> Street, NW  
Washington, DC 20503

Dear Mr. Allen:

In response to John D. Graham's June 6, 2002, Memorandum for Chief Information Officers, General Counsels, and Solicitors on "Ensuring Full Compliance with the Paperwork Reduction Act," the U.S. Nuclear Regulatory Commission has no violations of the Paperwork Reduction Act in fiscal years 2001 or 2002 and has no unresolved violations from prior years.

The Office of the Chief Information Officer has well-established procedures to prevent such violations from occurring. These include monthly review of OMB's computer-generated reports, the forwarding of quarterly clearance renewal schedules to agency staff to apprise them of all upcoming clearance renewals, reminders sent to responsible agency staff 8 months before each clearance expires to initiate a clearance renewal package, and OCIO staff review of every proposed regulation, guidance document, policy statement, survey, or other such document for potential information collection requirements.

If you have any questions regarding our response, please contact Brenda Shelton, Chief, Records Management Branch, at 301-415-7233 or [BJS1@nrc.gov](mailto:BJS1@nrc.gov).

Sincerely,

***/RA/***

Stuart Reiter  
Chief Information Officer

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