4-16-02

Summary of 4/16 meeting on Information Review for SHSI

After some discussion, it was agreed that we should be alert to the content of **all** documents for SHSI, rather than focusing on individual documents named in Management Directive 3.4 ("Lynn's Table")

We agreed a security information/education program should be aimed at all NRC employees. The education program would, at a minimum, be directed toward three levels of access to SHSI... all employees who may come across SHSI in the normal work routine, employees who are originators of documents making the determination of public/non-public access (and those who process such documents into ADAMS), and SHSI reviewers who will be "advisors" in the office for those with questions about which information should be withheld.

Wayne Burnside will develop a draft "determination" guide which will contain basic education about all levels of protected information as well as SHSI. NRR, NMSS and RES reps (Reckley, Sturz, Delligatti, Millman) will provide him with examples of documents they encounter, or specific sections or wording in such documents, that may constitute SHSI. We agreed as many examples as possible should be provided to clarify what constitutes SHSI to the staff.

The SHSI control process will be factored into the review process that already exists for proprietary, safeguards, and other protected information to ensure documents are marked correctly and placed in the correct public/non-public library of ADAMS.

NRR and NMSS also need to begin identifying certain types of information that are important to stakeholder involvement (i.e. licensing actions) that could be redacted or re-written to omit SHSI.

Once the determination guide is developed, the new office (NSIR) will begin to develop a "rollout" for the security information/education initiative.

B-101