

A0297

PDR-1  
LPDR- Wm-10 (2)  
Wm-11 (2)  
Wm-16 (2)

426.1/A-0297/MB/87/04/13/1

APR 14 1987  
- 1 -

Dr. Dae Chung  
Staff Scientist  
Lawrence Livermore National Laboratory  
University of California  
Livermore, CA 94550

Dear Dr. Chung:

We have reviewed LLNL Quarterly Progress Report Nos. 1 and 2, dated April 3, 1987 that summarizes progress under FIN A-0297 for the months of August through October, 1986 and November, 1986 through January, 1987 respectively. Progress to date appears to be satisfactory. We have the following comments:

We would like to establish a few guidelines concerning the format of Quarterly Progress Report (QPR). First, the QPR should coincide with the fiscal year, that is, the quarterly periods should cover October through December, January through March, etc. through the fiscal year. Have QPR No. 3 address just February and March, 1987. Second, the QPR should contain in bullet form, or in a table, the tasking, the work done, and the products, so that a quick scan of the QPR will give the reader a clear impression of the work accomplished in the particular quarter. Work that carries over into a later quarter should be so identified and an expected completion date should be stated. Finally, the QPR should contain a very brief summary of the nature of the task. References to the MML's or the task reports will allow the reader to delve further into the details of the task.

The action taken by this letter is considered to be within the scope of the current contract (A-0297). No changes to cost or delivery of contracted services and products are authorized. Please notify me immediately if you believe that this letter would result in changes to cost or delivery of contracted products.

Sincerely,

*MS*

Michael E. Blackford, Project Manager  
Geology/Geophysics Section  
Technical Review Branch  
Division of High-Level Waste Management  
Office of Nuclear Material Safety  
and Safeguards

cc: Garth Cummings, NNSP/LLNL

WM-RES  
WM Record File  
A0297  
LLL

WM Project 10, 11, 16  
Docket No. \_\_\_\_\_  
PDR ✓  
xLPDR (B, A, S)

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A-0297 PDR

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APR 14 1987

426.1/A-0297/MB/87/04/13/1

- 2 -

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LETTER TO: Dr. Dae Chung, LLNL, Livermore, CA  
 FROM: Michael E. Blackford, Project Manager, FIN A-0297  
 SUBJECT: RESPONSE TO A-0297 QPR NO. 1 (AUGUST THROUGH OCTOBER, 1986) AND NO. 2 (NOVEMBER, 1986 THROUGH JANUARY, 1987)  
 DATE: APR 14 1987  
 HLWM TICKET NO: WM87-186

DISTRIBUTION

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87/04/13

(Mailed by the WMDCC)  
 4/14/87 11:30  
 Date 4/14 Time 11:30

Dr. Chung, Lawrence Livermore

DATE OF DOCUMENT <b>4/3/87</b>	DATE RECEIVED <b>4/6/</b>	NO.: <b>W137-186</b>
LTR. <b>XX</b>	MEMO:	REPORT: <b>XX</b>
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ACTION NECESSARY <input checked="" type="checkbox"/>	CONCURRENCE <input type="checkbox"/>	DATE ANSWERED:
NO ACTION NECESSARY <input type="checkbox"/>	COMMENT <input type="checkbox"/>	BY: <b>4/20/87</b>
FILE CODE: <b>426.1</b>		
REFERRED TO	DATE	RECEIVED BY
<b>P Justus, W137</b>	<b>4/6</b>	<i>[Signature]</i>
<b>M Blackford, W137</b>	<b>4/6</b>	

TO:  
**M.E. Blackford**

CLASSIF.: POST OFFICE  
REG. NO.:

DESCRIPTION: (Must Be Unclassified)  
**Quarterly progress reports 1 & 2  
August - October Nov. - January**

ENCLOSURES:  
**ACTION CLOSED PER LETTER TO  
Dr. Chung, LLNL from M. Blackford  
HLTRB dated 4/14/87.**

REMARKS:  
*[Handwritten notes]*