

November 6, 2003

MEMORANDUM TO: Stephen D. Dingbaum
Assistant Inspector General for Audits

FROM: J. E. Dyer, Director */RA/*
Office of Nuclear Reactor Regulation

SUBJECT: CLOSURE OF RECOMMENDATION 5 OF AUDIT OF NRC'S
OVERSIGHT OF RESEARCH AND TEST REACTORS
(OIG-03-A-16) (WITS ITEM 200300212-NRR)

In a memorandum dated September 22, 2003, Mr. Samuel J. Collins, Deputy Executive Director for Reactor Programs, informed you about the staff's plans and actions to implement the recommendations of the Office of the Inspector General's Audit Report OIG-03-A-16. In the September 22, 2003, memorandum, the staff indicated that it would complete its actions to implement Recommendation 5 by October 31, 2003. The purpose of this memorandum is to inform you that the staff has taken the necessary actions to revise its management controls for ensuring that all inspection procedures performed are documented in inspection reports.

In response to this recommendation the staff revised the internal Master Inspection Schedule (MIS) it uses to make sure that it is fulfilling the Inspection Manual Chapter (IMC) 2545, Research and Test Reactors Inspection Program - Operations Phase, program requirements. This scheduling tool was revised to identify the inspection procedures required to complete the IMC 2545 program for each individual research and test reactor (RTR). This change will ensure that each of the required procedures is scheduled. Upon completion of the inspection, the MIS will be used to confirm that the procedures were performed and that they are appropriately referenced by the inspection reports. In the event a decision has been made not to perform a required procedure as part of an RTR's program cycle, the justification for not doing the procedure will be appropriately noted in the MIS.

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