

JAN 12 1988

Mr. John Latz, President  
Center for Nuclear Waste  
Regulatory Analysis  
6620 Culebra Road  
San Antonio, TX 78284

SUBJECT: RESPONSE TO MONTHLY PROGRESS REPORT

Dear Mr. Latz:

We have reviewed the CNWRA's Monthly Progress Report for the period of October 24 through November 20, 1987, and found the listed activities in agreement with the information provided in the contract and the guidance provided by NRC. The suggested format for future monthly reports was also reviewed. The following comments on the format are provided:

1. Joseph O. Bunting's title is "NRC Program Manager."
2. NRC will have Project Officers and Sub-Element/Program Element Managers. The appropriate titles should be used. A modification will be made to the contract identifying those individuals and describing their roles and responsibilities.
3. Key personnel should be identified.
4. Item 2.2.2 Narrative Technical Progress should include categories indicating a) "Activities Since Last Monthly Progress Report" by task, and b) "Activities Anticipated Next Month" by task.
5. Item 2.2.2 Milestone Status - If this category does not include "Significant Accomplishments Since Last Monthly Progress Report," it is suggested that this information be provided either as a part of this category or as a separate category.
6. The category "Subcontractors or Consultants" should be added.
7. It would be helpful if each Monthly Progress Report could be numbered.
8. The suggested format of the Monthly Progress Report indicates that only one report with a breakout for each sub-element will be provided. This is appropriate, however, each element or sub-element should be broken out so they will begin on a new page.

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DATE	88/01/12	88/01/13	88/01/12	88/01/			

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A separate letter will be forwarded from the Division of Contracts providing comments on the financial portion of the Monthly Progress Report.

In planning your activities for Year 2 and beyond, the provisions in the "Nuclear Waste Policy Amendments Act of 1987" should be taken into consideration. We wish to have a briefing at the next Monthly Management Meeting addressing the delta changes both plus and minus resulting from the impact of this amendment on your activities.

Sincerely,

*S. L. Fortuna*

S. L. Fortuna  
Deputy Program Manager

SLF/slh

cc: Mary Mace

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SURNAME	S. Fortuna	M. Delligatti	M. Mace	J. Bunting		
DATE	88/01/	88/01/	88/01/	88/01		

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