

February 5, 2004

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

FROM: Roy P. Zimmerman, Director **/RA Michael Weber for/**  
Office of Nuclear Security and  
Incident Response

SUBJECT: NRC'S HANDLING AND MARKING OF SENSITIVE UNCLASSIFIED  
INFORMATION (OIG-03-01)

This memorandum responds to your October 9, 2003, memorandum concerning the updated status of resolved Recommendations 1 and 2 that resulted from OIG-03-01. As you are aware, Recommendations 3 and 4 that resulted from that report are closed.

Recommendation 1: Update the guidance for Official Use Only (OUO) documents to require clear identification of sensitive unclassified information to prevent its inadvertent disclosure.

Recommendation 2: Mandate consistent use of defined markings on documents containing OUO information and clarify the markings that should be used.

OIG Analyses: OIG agrees with the actions taken to update the guidance for handling and mandate for OUO. The issuance of the Yellow Announcement has been noted. Provide the revised Management Directive (MD) 12.6 by January 15, 2004, to close these recommendations.

NSIR Response: MD 12.6 is currently in the NSIR review process. NSIR management required reconsideration of inter office comments. It is estimated that it will be published and distributed to staff approximately 6 weeks after completing NSIR and ADM's review and concurrence

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process, probably in April 2004. We note that the distribution chain identifies OIG as a recipient of the publication. The publication and distribution of MD 12.6 will close out Recommendations 1 and 2. In addition, the Executive Director for Operations has special review of the protection of sensitive unclassified information. Additional changes to NRC's procedures can be expected from this review.

Should you require additional information, please contact A. Lynn Silvius of my staff at 415-2214.

cc: William Dean, OEDO  
Melinda Malloy, OEDO  
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**PKG ML040060807 \*see previous concurrence**

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