

January 20, 2004

MEMORANDUM TO: James T. Wiggins, Deputy Regional Administrator, RI
Loren R. Plisco, Deputy Regional Administrator, RII
Geoffrey E. Grant, Deputy Regional Administrator, RIII
Thomas P. Gwynn, Deputy Regional Administrator, RIV

FROM: Bruce A. Boger, Director */RA/*
Division of Inspection Program Management
Office of Nuclear Reactor Regulation

SUBJECT: SCHEDULING OF END-OF-CYCLE PUBLIC MEETINGS

In SECY 03-0062, "Reactor Oversight Process Self-Assessment for Calendar Year 2002," the staff stated that it would be considering adjustments to the end-of-cycle public meeting frequency for plants that have remained in the licensee response column of the Action Matrix during the entire assessment year. Currently, Inspection Manual Chapter 0305 (IMC 0305), "Operating Reactor Assessment Program," states that the annual public meeting with the licensee should be scheduled within 16 weeks of the end of the assessment period. This requirement is independent of the Action Matrix column the plant is in. The staff has reassessed this requirement and has determined that flexibility in scheduling some of the public meetings is warranted. Therefore, the staff is in the process of changing IMC 0305 to state that plants in the licensee response or regulatory response columns of the Action Matrix should have the public end-of-cycle meetings scheduled within six months of the issuance of the annual assessment letters. For plants in the other Action Matrix columns, the 16 week requirement will still be applicable.

Please follow the above guidance until the revision of IMC 0305 is issued. If you have any questions, please contact Mr. Robert Pascarelli at 301-415-1245 or e-mail him at RJP3@NRC.gov.

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