

From: Mindy Landau *EDO*  
 To: William Reckley *NRR*  
 Date: Thu, Jan 24, 2002 11:13 AM  
 Subject: Re: Please review this

*EDO release* { Bill the first comment is not a problem, however on the last suggestion - we had a steering group meeting re: the web the other day (Carl can fill you in) and it was agreed that for the major collections (NUREGs, etc) we will need an Ok at the Dep. Director level - not for each document, just the collection itself... This may appear to be overly cautious but once these collections go out, they can't be pulled back and it will be the first substantive posting of these types of documents since October.

*OPR release* { >>> William Reckley 01/24/02 10:57AM >>> *NRR*  
 My only comments go to your sentences with management concurrence vs. establishing management controls. To reflect the way the system is working in NRR and the way we would prefer to keep it - please change (1) last sentence 2nd paragraph from - "...there is management concurrence of the review teams' recommendations on release ..." to "there is management controls on the review teams' activities and recommendations on release...", and (2) 1st sentence, 3rd paragraph from ..."will require concurrence at the deputy office director level before..." to "will require review by the appropriate program office before..." This firmly assigns the responsibility to the program offices but will allow some flexibility and differences between offices based on what is most effective and efficient.

*EDO release* { >>> Mindy Landau 01/24/02 10:14AM >>>  
 Bill, take a look at this draft memo and let me know if you think it says what we need it to say.... need by noon if possible

CC: Carl Konzman; Margie Kotzalas; Michael Case

*DD-31*

EDO

MEMORANDUM FOR: Those on the Attached List

FROM: William Travers, EDO

SUBJECT: REVIEW OF DOCUMENTS FOR PUBLIC RELEASE

As you know, the Commission is in the process of establishing guidance and criteria for the release of information to the public that will guide our internal review of information since the September 11, 2001 terrorist attacks. A final SRM has not yet been issued, but I want to inform you of some interim measures we have taken to ensure certain information is protected.

For the largest volume of documents, we have established review "teams" that consist of key technical contacts in NRR, NMSS and RES who will be reviewing certain categories of documents they believe are most likely to contain sensitive information that should be protected. Other offices that originate certain documents have also been made aware of the need to review them for sensitivity. Offices should ensure there is management concurrence of the review teams' recommendations on release of these documents until final guidance is in place.

Information collections, such as NUREGs, Reg. Guides, SECY papers, etc., that were previously posted to the external web page, will require concurrence at the deputy office director level before the web staff will accept them for posting. Once we obtain office approval for re-posting certain document collections to the web, we will inform the Commission.

The OCIO is working with members of your staff to facilitate the restoration of individual documents to the web and to ADAMS.

We have been informed by OGC that current FOIA exemptions still apply, therefore these documents may still be distributed upon such requests.

Once the Commission issues a final SRM, we will develop more detailed guidance for the staff regarding the document release and review process.

cc: Bill Kane  
Carl Paperiello  
John Craig  
Stuart Reiter