May 17, 1995

TO:   LICENSE SUPPORT SYSTEM ADVISORY REVIEW PANEL (LSSARP)
      TECHNICAL WORKING GROUP (TWG)

The Licensing Support System Advisory Review Panel (LSSARP), Technical Working Group
(TWG) met on May 12, 1995 at the Nuclear Regulatory Commission (NRC) in White Flint,
Maryland.  The primary agenda for this meeting was to finalize a comprehensive list of
Phase 1 Functional Requirement recommendations to the LSSARP.

A copy of the agenda for that meeting and the list of attendees is attached.  The meeting
summary from the April 17, 18 LSSARP meeting was approved without comment (enclosed).
The TWG reviewed each of the System Level 1, LSS Functional Requirements and made
changes to LSS1-001, LSS1-009, LSS1-011, and LSS1-025.  A complete list of the
Functional Requirements is attached.  The meeting was adjourned at 9:30 a.m.

Sincerely,

ROGER HARDWICK
Principal Planner

/al
attachments

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**LSSARP**
**TWG MEETING**
**May 12, 1995**
**8am to 9:30 am**

**AGENDA**

o    Review meeting summary from April 17, 18, 1995 in Kansas City, Mo.

o    Review TWG questions to the LSSARP

o    Review Draft Summary of Phase I System-Level Functional Requirements   (Document
     labeled Predecisional Draft, 04/22/95).

o    Prepare presentation for the LSSARP 1:30 pm meeting.

TWG mtg 5/112

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**MEETING SUMMARY**
**APRIL 17 & 18, 1995**
**KANSAS CITY, MO**
**LSSARP TWG**

The Licensing Support System Advisory Review Panel (LSSARP), Technical Working Group (TWG) meeting was held on April 17 & 18, 1995, at the Westin Crowne Plaza Hotel in the Hallmark Center at 1 Pershing Rd, Kansas City, Missouri 64108. This is the fourth meeting of this working group. The meeting is summarized in this memo.

Attachment A is a list of attendees. The meeting began at 12pm on April 17, 1995. The first order of business was to review and reach consensus on the goals and objectives of this meeting and discuss the agenda for the two days.

The goals and objectives of this meeting were to reach a consensus among the LSSARP TWG on their recommendations to the LSSARP for a comprehensive set of level I functional requirements for the Licensing Support System (LSS). These goals were to be accomplished by; reviewing the Licensing Support System, Phase I Functional Requirements, Draft document, dated February 28, 1995, reviewing the historical LSS requirements information provided by Dan Graser from the NRC and input/discussion from the TWG members. Every issue in both of the source documents was reviewed and discussed by the TWG. The culmination of that effort is attachment B, DRAFT SUMMARY OF PHASE I SYSTEM-LEVEL FUNCTIONAL REQUIREMENTS FOR THE LSS, Dated April 22, 1995.

During this process the TWG came up with several questions that need the further clarification of the LSSARP at their May 12, 1995 meeting in Rockville, Md. The questions are:

1.　In the original requirements, as developed by SAIC, which was in the historical information the TWG reviewed while developing a comprehensive set of level I functional requirements, under section 3.1.1, there is a requirement number 5.1.2 that states " **A regulations data base containing the full text, cataloging data, and indices for relevant Federal, State and local regulations is required.**"

　　The TWG question to the LSSARP: **"Is this a requirement?"**. The TWG was inclined to preclude the requirement but felt that was a decision to be made by the LSSARP.

2.　This question has to do with privileged data, proprietary data, or financial or sensitive data as defined by the submitter. The question is: **"There is only bibliographic header information in the LSS for privileged data. What is the content and media definition for the protected data?"**

　　The TWG is of the opinion that this should be defined, it could be as simple as stating that the content and media of a privileged data file be consistent and compatible with in place LSS format and media standards.

3.　In section 2.1007(c)(1) Dial-Up access is specifically spelled out as a requirement. The question is: **"Is there a reason for this specificity or could this requirement be interpreted as remote access is a requirement ?"**

4.　**Remote access implies that the accessors have full functionality available as an option to them. Does this include access to pleadings and transcripts?**

5.	The TWG was uncertain whether the following two issues should be included in the level 1 functional requirements:

    5.A	The LSS will not be significantly altered technologically during the license proceeding for construction authorization.

    5.B	The system shall provide the capability to collect and report the information necessary for charge-back to users for billable services provided by the LSS.

6.	In section 2.1013(c)(4)(i)  What is meant by address in return receipt acknowledgement?

7.	What should be the role of the TWG in the development and definition of the Level II Functional Requirements? (The TWG has no empowerment until directed by the LSSARP).


The other issue that was discussed, but no conclusions were made was; "What is the specific definition of SYSTEM"?  It appears there are as many opinions as there are people who were asked. John Gandi, DOE/YMP IRM Manager suggested that the TWG defer on this definition until the DOE and NRC (Dan Graser)  have had an opportunity to jointly discuss the definition and reach a consensus on the definition to be reviewed by the TWG and ultimately included in the Level I Functional Requirements.  They have agreed to have a draft definition prepared by the May 12, 1995 meeting of the TWG.

The meeting concluded at approximately 1:30 pm on April 18, 1995.  The next TWG meeting is scheduled for May 12, 1995 at 8am in conference room 6A1 in the Two White Flint North building of the NRC.  Details will be issued in a separate memo.

# LICENSING SUPPORT
## LEVEL 1
## FUNCTIONAL REQUIREMENTS

### MAY 12, 1995

As defined at the Licensing Support System Advisory Review Panel (LSSARP), Technical Working Group (TWG) meeting on May 12, 1995 at the Nuclear Regulatory Commission (NRC) offices, here are the System Level 1 Functional Requirements for the LSS:

[LSS1-001]
LSS components shall be integrated using modular design techniques and well-documented interfaces which allow new components to be integrated into the system without seriously impacting other components.

[LSS1-002]
The LSS shall adhere to established government and/or industry hardware and software standards to the extent feasible.

[LSS1-003]
The LSS shall provide an electronic information exchange function to facilitate communications between authorized users. This function shall allow users to transmit and receive electronic documents (e.g. motions, filings, orders, decisions, etc.). Each user shall have a corresponding electronic message center to receive and store electronic correspondences. {2.1002 (a), 2.1013 (c)(1)}

[LSS1-004]
The LSS shall be capable of accepting electronically formatted documentary materials. Within the LSS there must be a concept of a records package and the records package grouping must be logically accessible. {2.1003 (a)(1), 2.1003 (b)(1)}

[LSS1-005]
The LSS shall provide the capability to recognize characters from the digital image of a document and convert these characters into a standard text representation of the document. This optical character recognition function shall achieve character recognition accuracies that are achievable with the best commercial products available at the time of the LSS system design. {2.1003 (a)(1), 2.1003 (b)(1)}

[LSS1-006]
The LSS shall have the capability to create a digital image of each page of a document. {2.1003 (c)(1)}

[LSS1-007]
Documentary material not suitable for imaging and conversion to a standard text file shall be identified with a header that includes a reference to the storage location of the material. This reference shall be descriptive enough for users to identify the location of the material and how to access the material. {2.1003 (c)(2)}

[LSS1-008]
The LSS shall include a function that allows document submitters to verify that document information entered into the LSS data base is identical to the document information submitted to the LSS Administrator.

[LSS1-009]
The LSS shall provide a function to allow all users to detect that subsequent revisions to a document exist. {2.1004 (b)(3), 2.1004 (c)(2)}

[LSS1-010]
The LSS shall be accessible from the following locations as a minimum:

- DOE Headquarters, Washington DC
- DOE Project Office, Las Vegas, NV
- NRC Headquarters, White Flint, MD
- NRC Region 1 Office, King of Prussia, PA
- NRC Region 2 Office, Atlanta, GA
- NRC Region 3 Office, Glenn Ellyn, IL
- NRC Region 4 Office, Arlington, TX
- NRC Uranium Recovery Field Office, Denver, CO
- Las Vegas, NV
- Reno, NV
- Carson City, NV
- Nye County, NV
- Lincoln County, NV

{2.1007(a)(1), 2.1007(a)(2), 2.1007(a)(3)}

[LSS1-011]
The LSS shall provide one of two search and retrieval modes depending upon whether a notice of hearing on the high-level waste license application has been issued:

*Prior to notice* - Full-text search of each field in the bibliographic headers and retrieval of the header and associated image.

*After notice is issued* - same as above plus full-text search of the standard text files.

Given concurrence of the LSS Advisory Review Panel, the latter search mode can be provided prior to the hearing notice. {2.1007(a)(1), 2.1007(a)(2), 2.1007(a)(4), 2.1007(a)(5)}

[LSS1-012]
The LSS shall be capable of electronically storing and retrieving the bibliographic headers in the system. {2.1007(a)(1), 2.1007(a)(2), 2.1007(a)(4)}

[LSS1-013]
The LSS shall be capable of electronically storing and retrieving document text. {2.1007(a)(5), 2.1007(c)(1)}

[LSS1-014]
The LSS shall be capable of electronically storing and retrieving the digital image associated with each page in a document. {2.1007(a)(5), 2.1007(c)(2)}

[LSS1-015]
Potential parties, interested governmental parties, and parties who access the LSS from locations other than those listed in requirement [LSS1-010] and those specified by the Administrator shall be provided full text search capability through dial-up access at the requester's expense. {2.1007(c)(1)}

[LSS1-016]
Potential parties, interested governmental parties, and parties who access the LSS from locations other than those listed in requirement [LSS1-010] and those specified by the Administrator shall be provided access to images at the requester's expense. {2.1007(c)(2)}

[LSS1-017]
Potential parties, interested governmental parties, and parties who access the LSS from locations in addition to those listed in requirement [LSS1-010] shall be capable of electronically requesting a paper copy of a document at the time of search. {2.1007(c)(3)}

[LSS1-018]
The system shall provide the LSS Administrator with the necessary tools to ensure LSS availability and the integrity of the LSS data base. {2.1011(d)(7)}

[LSS1-019]
The system shall provide the LSS Administrator with the necessary tools to ensure the security of the LSS. The electronic information exchange function shall provide password protection for all documents transmitted electronically. {2.1011(d)(9)}

[LSS1-020]
The LSS shall provide tools to assist the user in retrieving documents when the unique identifiers for the documents are not known to the users. Examples might include synonym processing, thesaurus, natural language queries, or other search aids. {2.1011(d)(11)}

[LSS1-021]
The LSS must have capture functionality and the capability to validate material submitted in required electronic form. {2.1011(d)(11)}

[LSS1-022]
The LSS shall provide a user interface that is consistent with the acceptable user interfaces available at the time of the LSS design.  {2.1011(f)(2)(v)}

[LSS1-023]
The LSS shall have a function that assists the LSS Administrator in identifying duplicate documents.  {2.1011(f)(2)(v)}

[LSS1-024]
The electronic information exchange function shall provide for an electronic acknowledgement that mail has been delivered to the recipient's electronic message center. The acknowledgement shall include as a minimum, the name and address of the recipient and the date the electronic mail was delivered.  {2.1013(c)(3)}. 2.1013(c)(4)(i)}

[LSS1-025]
System Definition -- The totality of hardware, software, communications, data, processes and procedures dedicated to providing document intake, storage, searching, retrieving, and delivery to the users of the headers, text and images as detailed in the mission statements found in 10 CFR 2, Subpart J.

[LSS1-026]
The system shall be able to load transcripts from proceedings and transcripts from depositions.  {2.1013, 2.1019}

[LSS1-027]
The LSS will include the capability to catalog records packages and link the bibliographic headers for the records package and the bibliographic headers for the components of the package.  {2.1003}

[LSS1-028]
The LSS must accommodate a protective order file, the access to which is provided only under authorization by the presiding officer.  {2.1013}

[LSS1-029]
The LSS must be able to provide a mechanism that will allow retrieval and display of pages of text with the associated images.

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