



UNITED STATES
NUCLEAR REGULATORY COMMISSION

WASHINGTON, D.C. 20555-0001

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OFFICE OF THE
SECRETARY

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RULEMAKINGS AND
ADJUDICATIONS STAFF

SERVED July 20, 2004

MEMORANDUM TO

SERVICE LIST
PRE-LICENSE APPLICATION PRESIDING OFFICER
PROCEEDING
PAPO-00
ASLBP No. 04-829-01-PAPO
NEV-01

SUBJECT: USE OF EIE AND EHD

Since the establishment of the Pre-License Application Board for this proceeding and the issuance of the Initial Pre-License Application Phase Order on July 9, 2004, counsel representing the State of Nevada, the Department of Energy, and the NRC Staff as well as a representative of the Nuclear Energy Institute have requested Electronic Information Exchange or EIE Certificates. The certificates allow the recipients to file and receive documents in the manner envisioned by 10 CFR §2.1013(c). Certificates have also been issued to support staff in the participating organizations. The Office of the Secretary has further established an electronic service list that comports with the requirements of §2.1013 and the Order of July 9, 2004. The service list contains the names of stakeholders and/or stakeholder organizations that may have future matters before the PAPO Board as well as the participants in the present proceeding. On the service list identified by an asterisk beside their names, are individuals that have been issued EIE certificates because of their direct participation in the proceeding.

Use of EIE in the PAPO proceeding

In conducting a proceeding using EIE, participants are reminded of the necessity of following the Portable Document Format (PDF) requirements contained in the "Guidance For Submission of Electronic Docket Materials Under 10 CFR Part 2, Subpart J" in submitting documents via the EIE. Copies of the Guidance are accessible via the EIE website and the Electronic Hearing Docket website. By following the Guidance, the participant submitting a filing is assured that the filing will not be rejected because of improper format.

The use of EIE by the Office of the Secretary will commence with the service of this memorandum. Participants are reminded to comply with the instructions in the Order of July 9, 2004, and particularly note the use of the ASLBP number for access to the EIE adjudicatory form.

Use of the Electronic Hearing Docket

Pursuant to 10 CFR §2.1013, the Secretary has established the Electronic Hearing Docket for the high level waste (HLW) proceeding. Under §2.1010(d), the docket is also available for the PAPO proceeding and allows both public and PAPO participant access. Those who are not directly involved in a PAPO proceeding are encouraged to use the HLW-EHD, where documents

can be viewed, downloaded or printed. The Office of the Secretary intends to make filings available on the EHD within 24 hours after submission via EIE.

Specific Instructions for EHD use


Documents found on the HLW-EHD are arranged in appropriately labeled folders and subfolders. In each folder the documents are arranged by title in alphabetical order. The view you will see also includes other data fields such as document date, docket date, ADAMS accession number and case/reference (a multi-value field which includes the proceeding number (such as PAPO-00). To further assist you in finding documents, the Tool Bar contains search icons (magnifying glasses [spy glasses] are the icons used and there are search drop down lists). The search criteria include a number of fields that should make finding and organizing documents easy for the user. For instance, should more PAPO Boards be established, a search using proceeding number in the case/reference field will yield all documents that are linked to the proceeding number for the established board. Additionally, most of the search screens have drop down pick lists of field elements, helpful in refining a search. Finally, there is also a word search capability.

To access the Electronic Hearing Docket follow the steps below:

1. Access the NRC Home page: www.nrc.gov . You can also click on the following URL: <http://www.nrc.gov/reading-rm/ehd.html>
2. On the right of your view of the NRC home page is the Electronic Reading Room button. Move your cursor over the button. A menu should appear showing the HLW Electronic Hearing Docket as a list option. Move your cursor over "HLW Electronic Hearing Docket". When highlighted click on it. If your browser does not allow the menu to appear when the cursor is moved over the Electronic Reading Room button then click on the Electronic Reading Room button. You will be taken to a web page that displays a list of other web pages including the HLW Electronic Hearing Docket. Choose the HLW Electronic Hearing Docket (HLW-EHD) link.
3. At the EHD home page, press the Login button for HLW-EHD. As a first time user you will be taken to a download instruction page. Follow the instructions on that page to download the Active X control that will allow viewing of the HLW-EHD Library. Once the download is completed and you have installed the Active X control, you will be ready to use the HLW-EHD. Access the HLW-EHD when ready to use, sign in as **guest** and click on the HLW-EHD Library icon to view the folder structure.

Please note that the only browser that the HLW-EHD will work with is Internet Explorer, which Microsoft has bundled with most of its operating system software. Additionally, one cannot change the alphabetical view of the documents in folders. The default view for searches is by date order from latest to earliest.

We value any feedback on use of the HLW-EHD that you may wish to provide. Let us know by e-mailing hearingdocket@nrc.gov or by giving me a call on 301-415-1966. There is also a "Contact Us" link on the HLW-EHD webpage that will send messages to the Office of the Secretary.

A handwritten signature in black ink that reads "Emile L. Julian". The signature is written in a cursive style with a large, prominent initial "E".

Emile L. Julian
Assistant for Rulemakings
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UNITED STATES OF AMERICA
NUCLEAR REGULATORY COMMISSION

In the Matter of)
)
U.S. DEPARTMENT OF ENERGY) Docket No. PAPO-00
)
)
(High-Level Waste Repository:)
Pre-Application Matters))

CERTIFICATE OF SERVICE

I hereby certify that copies of the foregoing MEMORANDUM FROM EMILE L. JULIAN TO SERVICE LIST RE USE OF EIE AND EHD have been served upon the following persons by electronic mail and/or Electronic Information Exchange as denoted by an asterisk (*).

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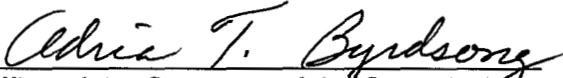
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Dated at Rockville, Maryland,
this 20th day of July 2004