

July 22, 2004

MEMORANDUM TO: Carl J. Paperiello, Director
Office of Nuclear Regulatory Research

THROUGH: Mabel F. Lee, Director */RA/*
Program Management, Policy Development, and Analysis Staff
Office of Nuclear Regulatory Research

FROM: Farouk Eltawila, Director */RA/*
Division of Systems Analysis and Regulatory Effectiveness
Office of Nuclear Regulatory Research

SUBJECT: REQUEST TO PUBLISH RES OFFICE LETTER NO. 3D,
"MAINTENANCE OF THE REGULATORY ANALYSIS GUIDELINES"

In September 2003, the Executive Director for Operations (EDO) asked the NRC's Office of Nuclear Regulatory Research (RES) to develop an action plan in coordination with the Office of Nuclear Reactor Regulation, the Office of Nuclear Material Safety and Safeguards, the Office of Nuclear Security and Incident Response, and the Regions, to address the recommendations made by the Committee To Review Generic Requirements to improve the NRC's administrative controls for plant-specific backfits (ML032600130). On November 17, 2003, RES submitted the requested action plan to the EDO, having coordinated with the aforementioned offices as well as the Office of Administration, the Office of the Chief Information Officer and the Office of Human Resources (ML033220082). The action plan identified the key staff activities that would be necessary to address the CRGR recommendations. The EDO approved the action plan on December 19, 2003, (ML033630497).

Among other key staff activities, the EDO-approved action plan recommended that the staff should (1) revise Management Directive 8.4, "Management of Plant-Specific Backfitting and Information Collection," and (2) revise the RES office procedures to reflect the role of the RES staff in maintaining NUREG/BR-0058, "Regulatory Analysis Guidelines of the U.S. Nuclear Regulatory Commission." In response to the first recommendation, the revision of Management Directive 8.4 has been completed. In response to the second recommendation, I request that you authorize the RES staff to publish the attached office letter.

