

August 20, 2004

MEMORANDUM TO: John Skoczlas
Business Process Improvement
and Applications Division
Office of the Chief Information Officer

FROM: Michael T. Lesar, Chief / **RA** /
Rules and Directives Branch
Division of Administrative Services
Office of Administration

SUBJECT: REQUEST FOR OFFICE CONCURRENCE – FINAL RULE ON
ASSESSMENT OF CRIMINAL HISTORY CHECK APPLICATION FEE,
10 CFR 73.57 (RIN 3150-AH53)

The attached final rule package is provided for your review and concurrence. The final rule amends 10 CFR 73.57(d)(3) to effect an administrative change in the method of calculating NRC's application fee for criminal history checks. This change will ensure full recovery of related program costs. The *Federal Register* notice implementing the rule change and announcing an immediate fee increase is slated for publication on or before October 1st. To assist us in meeting this schedule, please respond to this request by September 3, 2004.

Under the amended regulation, the NRC will publish the application fee on a new Criminal History Program instructions web page currently under development by OCIO. According to Jeff Main, OCIO/WPDSD, the page will be accessed through a link on the revised Electronic Submittals page, as indicated in the attached draft rule language. Before sending the rule for publication in September, ADM will verify that the final rule language accurately describes the path from the Electronic Submittals page to the new web page containing the fee information. ADM will coordinate with OCIO to ensure that adjusted fee information is posted to the page on the date the rule is published, when the new fee of \$27.00 will become effective.

In addition, the fee increase will have to be programmed into the Criminal History EIE System so that the dollar amount on the submission form is calculated as \$27.00 per attachment. This change also will require revision of the *NRC Criminal History EIE Instructional Guide – Licensee Quick Start Guide*, which mentions the fee amount on page 3, where procedures for completing the online Fingerprint Submission Form are detailed. Patricia Smith, ADM/DFS, has indicated that you handle changes to the programming of the Criminal History EIE System and the *Licensee Quick Start Guide*. The member of my staff listed below will contact you to coordinate timely implementation of the required changes.

Staff Contact: Victoria Voytko
415-6075 (VNV@nrc.gov)

Attachments: as stated.

ML042300241

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DATE	08/20/04	08/20/04

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