

August 24, 2004

MEMORANDUM TO: NRC Management Directives Custodians

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

SUBJECT: NEED FOR COPIES OF MANAGEMENT DIRECTIVES

You have been identified as a system custodian for NRC Management Directives (MDs). System custodians receive hard copies of MDs and Monthly Updates as they are issued to maintain the 14-volume set of MDs. The purpose of this memorandum is to inform you of the current options for obtaining copies of MDs and to identify your preference.

Initially, the MDs were only available in hard copy and system custodians were identified within offices to maintain the 14-volume set. As electronic needs were recognized, MDs were made available on a CD-ROM and on NRC's Internal Web site. Recently, in compliance with the E-Gov Act, all MDs were made available in ADAMS and on NRC's External Web site (<http://webwork:300/reading-rm/doc-collections/management-directives/>).

Please indicate below if you would prefer to continue receiving hard copies of MDs to maintain the 14-volume set or if the availability of MDs in ADAMS and on the External Web site would meet your needs.

Systems Coordinator (printed name)

Check here to continue receiving hard copies of MDs. (Please make any necessary changes to your mailing label.)

(Printed name, office)

Check here to **discontinue** receiving hard copies of MDs. (**Signature of Branch Chief or above required.**)

(Signature)

Please return this survey to Christy Moore, mail stop T-6 D59, by September 10, 2004.

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