

# POLICY ISSUE (Information)

August 10, 2005

SECY-05-0145

FOR: The Commissioners

FROM: Luis A. Reyes  
Executive Director for Operations /RA/

SUBJECT: SEMIANNUAL REPORT ON STATUS OF STAFF INFORMATION  
TECHNOLOGY/INFORMATION MANAGEMENT AND BUSINESS  
PROCESS ACTIVITIES IN PREPARATION FOR THE HIGH-LEVEL  
WASTE REPOSITORY PROCEEDINGS

## PURPOSE:

To inform the Commission about the status of Information Technology/Information Management (IT/IM) and business process activities related to preparation for the conduct of the proceeding on a license application, in an electronic environment, for the construction of a high-level waste (HLW) repository.

## BACKGROUND:

This report is issued semiannually and covers HLW IT/IM and business process activities. The scope of the information paper includes activities from January 1, 2005, through June 30, 2005.

## DISCUSSION:

### A. Program Management

The HLW Licensing Support Program (HLW-LSP) Project Plan continues to be maintained using an interactive process and ongoing communication with staff and management from all organizations supporting the HLW-LSP. The position of HLW Business and Program Integrator was moved from Office of Information Services (OIS) to the Office of Nuclear Material Safety and Safeguards (NMSS), to lead the development of the HLW Program budget for fiscal years 2006 and 2007.

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## B. Status of the HLW Meta-System

Essentially all resources in the HLW IT/IM area were focused on supporting Release 1 of the Meta-System. Atomic Safety Licensing Board Panel (ASLBP), Office of the Secretary of the Commission (SECY), NMSS, OIS, and Office of the General Counsel (OGC) staff had previously agreed on the service-level requirements and needed functionality for the Pre-License Application Phase and the Hearing Phase. The HLW IT/IM Management Group reaffirmed the requirements for the Pre-License Application Phase, needed to support the U.S. Nuclear Regulatory Commission (NRC) responsibilities for activities that may occur after the U.S. Department of Energy (DOE's) expected certification that its document collection is available via the Licensing Support Network later this summer. Based on these requirements the staff had previously developed a test plan for Release 1 of the HLW Meta-System. This test plan was used to evaluate NRC's preparedness by exercising, from "end-to-end," how the organizations' processes, procedures, functions, and systems receive, process, and respond to documents and filings that might be submitted. The test also validated modifications made to process and technology components, since the last Meta-System test. Through this test we were able to identify successes as well as areas needing enhancement. The HLW IT/IM Management Group completed the Operational Readiness Review for Release 1 and determined that Release 1 met the service-level requirements and functionality for the Pre-License Application Phase. HLW Meta-System, Release 1, was accepted as the operational baseline and placed under Configuration Management.

OIS worked with ASLBP to develop data infrastructure specifications for the Las Vegas Hearing Room. Based on these specifications, an infrastructure design document was generated and an implementation plan was developed. OIS staff implemented telecommunications services, LAN/WAN connectivity, and installed an initial base of desktop computer systems and network printers. OIS worked in conjunction with ASLBP to implement the Digital Data Management System (DDMS) for use in the Rockville Hearing Room and to develop a LAN/WAN connectivity plan for the DDMS for both Rockville and Las Vegas.

## C. Business Process Activities

Several business processes for document processing are being re-engineered to expedite the movement of documents within and between Meta-System components. These redesigned processes are expected to result in significant savings to the agency. They will also facilitate OIS's ability to meet HLW service-level requirements.

## D. Electronic Information Exchange

We have completed enhancements to the Electronic Information Exchange capability to provide, as appropriate, priority to HLW electronic submissions. This implementation is on track for August 2005.

E. Sensitive Information Screening Project

Although documents produced by NRC offices undergo a Sensitive Information Screening Project (SISP) review, it was recognized that adjudicatory filings that were submitted to active hearing dockets from outside parties for adjudications should not undergo a SISP review. Following a Commission decision on exemption of adjudicatory and rulemaking filings from outside sources from the SISP review, exemption language was developed for insertion in the keyword field of the Agencywide Documents Access and Management System profile for each hearing filing or rulemaking comment submitted for active proceedings or comment collections. However, DOE will be screening its filings or submittals using criteria developed in the joint DOE and NRC Sensitive Unclassified Information and Classification Guide for the Office of Civilian Radioactive Waste Management Program.

F. Electronic Hearing Docket

The Electronic Hearing Docket (EHD) remains in continued use by the Pre-License Application Presiding Officer (PAPO) proceeding. A significant accomplishment was the attainment of security approval for the use of the Protective Order File (POF). A methodology and a secure infrastructure were developed to meet Federal Information Security Management Act and National Institute of Standards and Technology requirements. Interim authority to operate the EHD with a POF was granted by the Senior Information Technology Security Officer. The Convera search engine was brought into service for the EHD during this period. It is an important search tool for use by the PAPO proceeding participants and is expected to play a significant search and retrieval role in the HLW proceeding. Currently, NRC staff is participating in a Convera pilot for the main library. This search engine will facilitate their review of adjudicatory activities.

COORDINATION:

The OGC has no legal objection. This paper has also been coordinated with SECY.

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