

## **SA-116, *Periodic Meetings with Agreement State Between IMPEP Reviews***

Sent to Agreement States for Comment: July 27, 2005 (STP-05-061) and Regions and NMSS on August 2, 2005. Minor editorial comments received from the Regions, OGC, and NMSS were made to the procedures, as appropriate, and are not documented in this comment resolution paper.

### **I. NRC- Region I-comments received 9/7/05 (fax)**

#### Comment 1:

Modify Section I.V.C.2. (Roles and Responsibilities of the RSAO) to delete the IMPEP Project Manager. The IMPEP Project Manager is not involved in attending the Periodic meeting; consequently, there is no need to coordinate the specific date of the meeting with this individual.

#### Response 1:

We agree with your comment, and will delete the "IMPEP Project Manager" in Section I.V.C.2. More appropriately, the IMPEP Project Manager will be *informed* of the Periodic meeting date instead of the date being a matter of *coordination*. Section I.V.C.2. was revised to show this coordination.

#### Comment 2:

Modify Section I.V.C.3. (Roles and Responsibilities of the RSAO) to include the IMPEP Project Manager for those notified of the meeting date.

#### Response 2:

Section I.V.C.3. has been revised to include the IMPEP Project Manager for coordination purposes. See Response 1, above.

### **II. Region III- comments received 9/12/05**

#### Comment 1:

Section III. The last paragraph of this Section indicates that letters of support are issued from the MRB Chair. Section II of this procedure as well as Section II.4 of SA-106, *The Management Review Board*, state that letters of support will be issued by the MRB, not specifically the MRB Chair. The issuance of a letter of support is a decision for the full MRB.

#### Response 1:

If the MRB agrees to the issuance of a Heightened Oversight letter (Appendix F to SA-122) to the State Governor, the letter will be signed by the Chairman or EDO. The remaining letters of support will be issued [signed] by the MRB Chair after full consideration by the MRB. Sections II of SA-116 and Section II.4 of SA-106 have been revised to reflect this delineation.

#### Comment 2:

Section IV. E. The roles and responsibilities of the Agreement State Radiation Control Program Director are not defined. Inadvertently deleted?

#### Response 2:

The Agreement State Radiation Control Program Director roles and responsibilities are defined and contained in draft SA-116; apparently, the section was not shown on the RIII version.

Comment 3:

Section V. D. Italicize the procedure name “Management of Allegations.”

Response 3:

The procedure name “*Management of Allegations*” has been italicized in Section V.D.

Comment 4:

Section V. G. 4. This should read “Heightened Oversight or Monitoring.”

Response 4:

This is section V.G.2.d, in draft SA-116 not V.G.4 as stated above. Nonetheless, the section was revised.

Comment 5

Section V. G. 5. This sentence is redundant, “issuing a letter of support to senior State management to bring declining program issues to Agreement State Program senior management attention.”

Response 5:

This is section V.G.2.e. in draft SA-116, not V.G.5., as stated above. The sentence was revised as recommended.

Comment 6:

Appendix C. See comment 3 regarding the same sample letter identified in Appendix B of SA-106.

Response 6:

We agree with the comment. The “potential decline letter” contained in both procedures are identical. For clarity, Appendix C’s title has been revised to, “Sample letter addressing a potential decline in Agreement State performance noted during a periodic meeting.” See Section II, Response 3.

### **III. NMSS-comments received 9/14/05**

Comment 1:

Appendix C, 2nd paragraph. This paragraph uses the words “more” and “earlier” without context; i.e., more than what; earlier than what? The following is suggested as an alternative:

“NRC also uses the Periodic Meeting process to ~~more effectively~~ gather important performance information and increase focus on identifying performance issues ~~earlier~~ **before they escalate into serious problems**. This process includes an enhanced meeting coordination process; ~~an earlier, more,~~ with effective and active participation of the Management Review Board (MRB), a panel of NRC managers with an Agreement State manager liaison in the process; and active Radiation Control Program Director participation in the discussion of meeting results and decision making process.”

In the above, note that semicolons are replaced by commas.

Response 1:

We agree that the paragraph. As written, the paragraph was very awkward. The paragraph was revised by adding the NMSS recommended wording.

Comment 2:

Page 3, Section III, "Background," final paragraph: "letter of supports" should be "letters of support," and the meaning of item (c) is unclear ["to recognize the benefits contributions, success or history of good performance of a Program"], perhaps because it is incorrectly punctuated.

Response 2:

**"Letters of Support" was correctly punctuated, as written, item (c) should be clear and was drafted from SECY-05-0056, "Agreement State Letters of Support," which clearly documents when a "letter of support" will be issued for good program performance. No changes were made in response to this comment.**

Comment 3:

Page 10 (F) and Appendix A: The title "Agreement State Radiation Control Program Director" (RCPD) is used in most of the procedure; however, there are two instances where the title "Agreement States Program Director" is used, perhaps in error.

Response 3:

**For consistency, Agreement State Radiation Control Program Director was replaced in the two identified instances with RCPD.**

Comment 4:

On pages 8 and 9 of the procedure, and in Appendices A and B, there are several instances where sub-topics are identified by Roman numerals, mostly in lower case. However, Roman numeral "I" is always in upper case. This is likely due to an automatic feature of WordPerfect that can be overridden.

Response 4:

The inconsistent outlining was corrected.

#### **IV. OGC-comments received 9/22/05**

All OGC comments submitted were non-substantive, editorial and minor. SA-116, *Periodic Meetings with Agreement State Between IMPEP Reviews* was revised to include OGC's recommendations but because the recommended changes were minor, focusing on punctuation, they were not individually addressed in this paper.