January 12, 2007

MEMORANDUM TO: Those on the Attached List

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

SUBJECT: DIGITAL INSTRUMENTATION AND CONTROLS STEERING COMMITTEE

The Nuclear Regulatory Commission (NRC) has formed a Digital Instrumentation and Controls (I&C) Steering Committee to provide oversight and guidance to the line organizations on key Digital I&C technical and regulatory issues and to interface with the industry on those issues. The principal function of the steering committee will be to facilitate consistent resolution of these issues across multiple NRC organizations and assure timely resolution of strategic and policy issues.

The goals of the steering committee are to ensure appropriate management focus on resolution of multiple NRC regulatory activities in progress across several NRC offices and to interface with the industry representatives on the priority and timelines to resolve key digital technology issues.

You have been selected to serve on the Digital Instrumentation and Control Steering Committee. Jack Grobe will serve as the Steering Committee Chairman. The members of the Steering Committee have been selected to represent the organizations associated with resolving issues related to the use of Digital I&C in both safety and non-safety systems at nuclear power and fuel cycle facilities. This memorandum describes the roles and responsibilities of the Steering Committee.

The primary responsibilities of the Steering Committee will be to interface with industry representatives on plans for resolution of Digital I&C issues, to oversee and facilitate resolution of technical and regulatory issues related to the deployment of Digital I&C, and to ensure effective interoffice coordination on Digital I&C issues. In addition, the Steering Committee will interface with senior NRC managers, as needed, to facilitate its oversight function. The responsibilities of the Steering Committee are provided in Enclosure 1.

The Steering Committee will fulfill this responsibility in an advisory capacity to the Directors of the Office of Nuclear Reactor Regulation (NRR), the Office of New Reactors (NRO), the Office of Nuclear Material Safety and Safeguards (NMSS), and the Office of Nuclear Regulatory Research (RES) in support of the line managers who are responsible and accountable for the implementation of the digital instrumentation and control guidance deployment.

CONTACT: Patrick L. Hiland, NRR/DE
(301) 415-3298

The first public meeting of the Steering Committee with the Nuclear Energy Institute (NEI) Digital I&C and Human Factors Working Group was held on December 21, 2006, at the NRC Headquarters. The purpose of this meeting was to introduce members of the NRC Steering Committee and the NEI Working Group and to discuss key Digital I&C issues and ways to resolve the current and future challenges regarding the deployment of Digital I&C to both currently operating and new nuclear facilities. The staff and the industry agreed to meet on a monthly basis and continue to work closely together for efficient and effective deployment of Digital I&C.

Management of the resolution of digital I&C issues will be through implementation of the Digital I&C Project Plan. The objectives of the project plan are provided in Enclosure 2. Senior managers in the participating offices will ensure that actions are taken reflecting the committees recommendations and that appropriate changes are made to the budget, resource allocations, and schedules.

Enclosures:
1. Principal Responsibilities of the Digital I&C Steering Committee
2. Digital I&C Project Plan Objectives

CC: Those on the attached list

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Enclosures:
1. Principal Responsibilities of the Digital I&C Steering Committee
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OFFICE	NRR/DE/EICA	NRR/DE	NMSS/D	NSIR/D
NAME	AHowe	PHiland	JStrosnider	RZimmerman
DATE	12/20/06	12/20/06	12/07/06	12/07/06
OFFICE	NRO/D	NRR/D	EDO	
NAME	RBorchardt	JDyer	LReyes	
DATE	12/08/06	12/21/06	1/12/07	

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MEMORANDUM TO THOSE ON THE ATTACHED LIST DATED: 01/12/07

SUBJECT: DIGITAL INSTRUMENTATION AND CONTROLS STEERING COMMITTEE

	Mail Stop
John A. Grobe, Associate Director for Engineering and Safety Systems Office of Nuclear Reactor Regulation	O-5-E-7
Michael E. Mayfield, Director Division of Engineering Office of New Reactors	O-7E1
Mark A. Cunningham, Director Division of Fuel, Engineering and Radiological Research Office of Nuclear Regulatory Research	T-10D20
Joseph G. Giitter, Deputy Director Special Projects and Technical Support Division of Fuel Cycle Safety and Safeguards Office of Nuclear Material Safety and Safeguards	T-8F42
Vonna L. Ordaz, Deputy Director Reactor Security and Rulemaking Division of Security Policy Office of Nuclear Security and Incident Response	T-4D8

cc w/enclosure

SUBJECT: DIGITAL INSTRUMENTATION AND CONTROLS STEERING COMMITTEE

	Mail Stop
William F. Kane, Deputy Executive Director for Reactor and Preparedness Program, OEDO	O-16 E15
Martin J. Virgilio, Deputy Executive for Materials, Waste, Research, State, Tribal, and Compliance Program, OEDO	O-16 E15
Jacqueline E. Silber, Deputy Executive Director for Information Services and Administration and Chief Information Officer, OEDO	O-16 E15
Cynthia A. Carpenter, Director, Office of Enforcement	O-14 E1
Charles L. Miller, Director, Office of Federal and State Materials and Environmental Management Programs	T-8 F5
Guy P. Caputo, Director, Office of Investigations	O-3 F1
Edward T. Baker, Director, Office of Information Services	T-6 F15
R. William Borchardt, Director, Office of New Reactors	O-16 E15
Jack R. Strosnider, Director, Office of Nuclear Security and Incident Research	T-8 A23
James E. Dyer, Director, Office of Nuclear Reactor Regulation	O-5 E7
Brian W. Sheron, Director, Office of Nuclear Regulatory Research	T-10 F12
Roy P. Zimmerman, Director, Office of Nuclear Security and Incident Response	T-4 D22a
Samuel J. Collins, Regional Administrator, Region I	RGN-I
William D. Travers, Regional Administrator, Region II	RGN-II
James L. Caldwell, Regional Administrator, Region III	RGN-III
Bruce S. Mallett, Regional Administrator, Region IV	RGN-IV

Principal Responsibilities of the Digital I&C Steering Committee

Steering Committee Organization

Chairman - Associate Director for Engineering and Safety Systems, Office of Nuclear Reactor Regulation (NRR)
Member - Director, Division of Engineering, Office of New Reactors (NRO)
Member - Director, Division of Fuel, Engineering and Radiological Research, Office of Nuclear Regulatory Research (RES)
Member - Deputy Director, Special Projects and Technical Support, Office of Nuclear Material Safety and Safeguards (NMSS)
Member - Deputy Director, Reactor Security and Rulemaking, Office of Nuclear Security and Incident Response (NSIR)

The steering Committee will be supported by managers and staff in various offices and regions with expertise in the digital I&C, human factors and man - machine interface, control room design, risk analysis, cyber vulnerabilities and fuel facility operations and design.

Steering Committee Chairman Responsibilities

The Steering Committee Chairman will periodically brief the Office Directors of the participating offices and the Regional Administrators on the status of staff activities, digital I&C issues and potential policy issues or other matters that may warrant senior management or Commission review.

The Steering Committee Chairman will arrange for periodic Steering Committee meetings, as needed. Initially, these meetings will occur frequently. Longer periods between meetings but no less than once a quarter, may occur as determined by the Steering Committee Chairman.

The Steering Committee Chairman and appropriate committee members will periodically interface with industry representatives to review the progress of the NRC and industry's efforts and promote early identification of relevant policy, technical or schedular issues that warrant further NRC attention. As needed, the Chairman will arrange for the full Steering Committee to meet with the industry.

Steering Committee Responsibilities

Steering Committee responsibilities include the following:

Approve the initial Digital I&C Project Plan and subsequent revisions to the plan;

Monitor the line organizations' progress of Digital I&C Project Plan implementation and review specific goals and deliverables that address deployment of digital I&C in both safety and non-safety systems at nuclear power plants;

Advise the staff and recommend actions to the line organizations on resolution of policy, technical, regulatory and schedular issues;

Ensure Commission actions as directed in SRM M061108, “Briefing on Digital Instrumentation and Control,” are completed; and

Where needed, provide recommendations to the line organizations for matters or potential policy issues or other matters that may warrant senior management or Commission attention.

The Steering Committee will meet periodically as described above. A quorum for committee meetings will consist of at least one member from NRR, NRO and RES. Members from other organizations may be called in for specific technical issues e.g. human factors and risk assessment. Committee members not necessary to meet quorum requirements are authorized to delegate attendance to other appropriate representatives from their respective offices.

The Steering Committee will:

(1) Assure appropriate alignment between the NRC’s Digital I&C Project Plan and the industry’s integrated project plan;

(2) Review the status of the staff’s progress on developing and implementing standards addressing the deployment of digital I&C, including such topics as maintaining diversity and defense-in-depth, risk-informed digital I&C, control room design, operator training, cyber security, and lessons-learned from the experiences of other industries and agencies with digital systems;

(3) Review the status of resolution of technical and process issues identified by the applicants, industry, or public;

(4) Facilitate cross-office coordination to ensure effective and efficient regulatory activities;

(5) Promptly identify to the line organizations potential policy issues or other matters requiring senior management or Commission attention;

(6) Keep Office Directors informed of Steering Committee activities.

Digital I&C Project Plan Objectives

Identify NRC actions to resolve technical and regulatory issues. Project goals and owners will be identified. This should reflect both near term actions to resolve critical path issues and long term actions for licensing of future digital I&C technology.

Identify ongoing or planned NRC activities to revise regulations and update or create guidance related to licensing review and inspection of digital I&C equipment. Project goals and owners will be identified. This should reflect both near term and long term actions.

This Digital I&C Project Plan should address nuclear power plant digital I&C upgrades at existing plants and combined license applications.