

January 25, 2007

MEMORANDUM TO: Dennis K. Rathbun, Director  
Division of Intergovernmental Liaison  
and Rulemaking, FSME

Larry W. Camper, Director  
Division of Waste Management  
and Environmental Protection, FSME

Francis X. Cameron, Assistant General Counsel  
for Rulemaking and Fuel Cycle, OGC

Brian Holian, Director  
Division of Nuclear Materials Safety, Region I

Steven A. Reynolds, Director  
Division of Nuclear Materials Safety, Region III

Leonard J. Wert, Director  
Division of Nuclear Materials Safety, Region IV

FROM: Janet R. Schlueter, Director **/RA/**  
Division of Materials Safety  
and State Agreements, FSME

SUBJECT: DRAFT REVISION TO FSME PROCEDURE SA-106, "THE  
MANAGEMENT REVIEW BOARD (MRB)"

Enclosed for your review and comment is a copy of the draft revision of the Office of Federal and State Materials and Environmental Management Programs (FSME) Procedure SA-106, *The Management Review Board (MRB)*. This procedure describes the roles and responsibilities of the MRB and establishes MRB meeting protocol. The procedure is being revised to reflect the recent NRC reorganization and incorporate the new composition of the MRB. The procedure is also being revised in areas where simplification and clarification were appropriate. This procedure, in its revised form, will be piloted during the comment period. Any resulting lessons learned will be reflected in the final revisions to the procedure. We would appreciate receiving your comments within 30 days from the date of this memorandum.

If you have any questions regarding this communication, please contact me or Aaron T. McCraw of my staff at 301-415-1277 or via e-mail at: [ATM@NRC.GOV](mailto:ATM@NRC.GOV).

Enclosures:  
As stated

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