

December 11, 2007

MEMORANDUM TO: Luis A. Reyes
Executive Director for Operations

FROM: Stephen D. Dingbaum */RA/*
Assistant Inspector General for Audits

SUBJECT: STATUS OF RECOMMENDATIONS: AUDIT OF NRC'S
OFFICE OF NUCLEAR SECURITY AND INCIDENT
RESPONSE (OIG-06-A-09)

REFERENCE: DIRECTOR, OFFICE OF NUCLEAR SECURITY AND
INCIDENT RESPONSE, MEMORANDUM DATED
NOVEMBER 28, 2007.

Attached is the Office of the Inspector General's analysis of recommendations 1, 2, 5, and 6 as discussed in the agency's response dated November 28, 2007. Based on this status update, recommendations 2 and 6 continue to be resolved while recommendations 1 and 5 are closed. Please note that recommendations 3 and 4 were previously closed. Please provide an update on the resolved recommendations by March 1, 2008.

If you have any questions or concerns, please call me at 415-5915.

Attachment: As stated

cc: V. Ordaz, OEDO
M. Malloy, OEDO
P. Tressler, OEDO
R. Zimmerman, NSIR

Audit Report
Audit of NRC's Office of Nuclear Security and Incident Response
OIG-6-A-09

Status of Recommendations

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| <u>Recommendation 1:</u> | Establish a means of assessing the current workload and prioritizing assignments, including but not limited to emergent work, as they are received, so they can be incorporated into the workload without overextending NSIR's resources. |
| Response Dated November 28, 2007: | NSIR has recently revised its procedures for controlled correspondence with the issuance of COM-201: Management of Controlled Correspondence (see Attachment 1). NSIR has also developed a business process framework (see Attachment 2) that utilizes the newly revised COM-201, the ticket tracking system and a formal office alignment meeting process for all NSIR's actionable office items. NSIR will continue to seek enhancements to this framework with the deployment of the Electronic Document and Action Tracking System (EDATS). (See response to Recommendation 2 below.) |
| OIG Analysis: | The described actions address the intent of OIG's recommendation. This recommendation is considered closed. |
| Status: | Closed. |

Audit Report
Audit of NRC's Office of Nuclear Security and Incident Response
OIG-6-A-09

Status of Recommendations

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| <u>Recommendation 2:</u> | Review the Emergent Work Process to ensure emergent (unbudgeted) work is accurately documented to assist with workforce and budget decisions. |
| Response Dated November 28, 2007: | NSIR is integrating EDATS into its work planning management system. EDATS will track all emergent and unbudgeted work. As part of the agency-wide initiative sponsored by the Office of the Executive Director of Operations, NSIR staff is participating as a pilot office. Training for NSIR is scheduled to be completed by the end of January 2008, after which the plan for the NSIR official deployment will be finalized. |
| OIG Analysis: | The described actions address the intent of OIG's recommendation. The recommendation will be closed upon OIG's review of the EDATS integration into the work planning management system. |
| Status: | Resolved. |

Audit Report
Audit of NRC's Office of Nuclear Security and Incident Response
OIG-6-A-09

Status of Recommendations

Recommendation 5: Establish and implement a method to measure the level of effective communications.

Response Dated
November 28, 2007: NSIR expanded the use of the communication metrics originally developed by the Division of Preparedness and Response to the security divisions as well. The Division of Security Operations and Division of Security Policy have incorporated the pertinent communication metrics into their FY 2008 Operating plans. NSIR considers this action closed.

OIG Analysis: The described action addressed the intent of OIG's recommendation. This recommendation is closed.

Status: Closed.

Audit Report
Audit of NRC's Office of Nuclear Security and Incident Response
OIG-6-A-09

Status of Recommendations

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| <u>Recommendation 6:</u> | Assess the recommendations from the 2003 office assessment to determine their applicability and implement those that would benefit NSIR today. |
| Response Dated November 28, 2007: | <p>Roles and Responsibilities Initiative: NSIR, in coordination with the Office of Human Resources (OHR), has made significant progress in providing classified position descriptions to employees. As of September 30, 2007, 197 of 223 positions (or 88%) are classified. NSIR will continue to work with OHR and expects to have the remaining 26 positions classified by the end of January 2008. NSIR also completed the first part of the staff consolidation onto the 3rd and 4th floors of TWFN over the summer of 2007. The permanent move into the new space in TWFN is planned for December 2007.</p> <p>Staffing and Budget Development Initiative: All information Technology infrastructure needs have been addressed as part of the floor redesign. NSIR has completed all actions for the Staff and Budget Development Initiative and plans to complete the last action for the Roles and Responsibilities Initiative by the end of January 2008.</p> |
| OIG Analysis: | The described actions address the intent of OIG's recommendation. This recommendation will be closed when OIG verifies that the remaining 26 positions in NSIR, are classified and the office move is completed. |
| Status: | Resolved. |