January 22, 2008

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
                   TECHNICAL TRAINING CENTER
                   (OIG-07-A-05)

REFERENCE: DIRECTOR, OFFICE OF HUMAN RESOURCES
                   MEMORANDUM, DATED JULY 16, 2007

Attached is the Office of the Inspector General's analysis and status of
recommendations as discussed in the agency's response dated July 16, 2007. Based
on this response, recommendations 3 through 5 and 9 through 11 are resolved.
Recommendations 6 and 7 are closed. Please provide an updated status of the
resolved recommendations by July 15, 2008.

Please note that needed program improvements are not being made as a result of the
Office of Human Resources' delay in implementing the resolved audit report
recommendations.

If you have any questions or concerns, please contact me on 415-5915.

Attachments: As stated

cc: Vonna Ordaz, OEDO
       Melinda Malloy, OEDO
       Patricia Tressler, OEDO

Status of Recommendations

Recommendation 3: Update and finalize the training policies and procedures.

EDO Response
  Dated
  July 16, 2007:   We are on schedule to complete the activities to address these
                      recommendations [recommendations 3-7 and 9-11 as discussed in
                      the subject audit response from Luis A. Reyes to you dated
                      February 7, 2007. As noted in that response, our schedule for
                      addressing the report recommendations reflects their relative lower
                      priority when contrasted with the need to conduct more training
                      courses and development programs due to significant hiring and
                      qualifying new staff to support the increased training load, and
                      developing new reactor training courses.

                      In accordance with our procedure update schedule, the following
                      procedures have been updated:

                      HRTD OP 201 TTC Security Plan/Occupant Emergency Plan
                      HRTD OP 304 Simulator Configuration Control
                      HRTD OP 406 Training Program Development Process
                      HRTD OP 501 Staff Qualification Program

                      HRTD OP 501 Staff Qualification Program includes guidance for
                      continuing training for instructors which addresses OIG
                      recommendations 6 and 7. Please refer to Section E.3 Continuing
                      Training on page 5.

                      The interim guidance that will be used for the procedures that are
                      scheduled to be updated beyond January 2008, is listed in the table
                      on the following page:

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Status of Recommendations

Procedure No.	Title	Scheduled Completion Date	Interim Guidance
HRTD OP 401	Course Scheduling	09/28/08	TTC will use Policy Document 3 "Course Scheduling and Registration" until HRTD OP 401 is implemented.
402	Course Registration	09/28/08	TTC will use Policy Document 3 "Course Scheduling and Registration" until HRTD OP 402 is implemented.
404	Training Materials Control	06/30/08	TTC will use Policy Document 9 "Training Materials Control Program" until HRTD OP 404 is implemented.
407	Training Administration	06/28/08	TTC will use Policy Document 4 "Training Administration" until HRTD OP 407 is implemented.

Current TTC Policy documents and HRTD Operating Procedures in use are located electronically on the training and development web page at: http://papaya.nrc.gov/Training/home/cfm. Use the "HRTD Operating Proc" link in the blue navigation box on the left side of the page.

OIG Analysis: In a previous OIG response dated March 15, 2007, OIG requested that the agency provide interim guidance that would address the intent of the recommendation, since the agency did not plan to implement corrective actions within the time frame prescribed by the IG Act of 1978.

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Status of Recommendations

OIG reviewed the interim guidance listed in the table above and noted that Policy Documents 3 and 9 are the same documents reviewed during the audit. Policy Document 4 on the web site indicated above is an earlier version of the policy OIG reviewed during the audit.

Status: Resolved.

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Status of Recommendations

Recommendation 4:   Develop and implement a written policy that provides specific expectations for revising course materials, tracking revisions to the course materials, transferring cognizant instructor responsibilities, and organizing and storing course materials.

EDO Response
  Dated
  July 16, 2007:   See agency response to Recommendation 3.

OIG Analysis: See OIG Analysis of the agency's response to Recommendation 3.

Status: Resolved.

Status of Recommendations

Recommendation 5: Develop and implement a written policy that provides specific expectations for the aggregate of pending changes for all course materials on an ongoing basis. The policy should address prioritizing individual changes, identifying available resources, and scheduling the changes.

EDO Response
 Dated
 July 16, 2007:   See agency response to Recommendation 3.

OIG Analysis: See OIG Analysis of the agency's response to Recommendation 3.

Status: Resolved.

Status of Recommendations

Recommendation 6:   Develop and implement a written policy requiring TTC instructors to maintain technical currency.

EDO Response
 Dated
  July 16, 2007:   In accordance with our procedure update schedule, the following procedures have been updated:

HRTD OP 201 TTC Security Plan/Occupant Emergency Plan
HRTD OP 304 Simulator Configuration Control
HRTD OP 406 Training Program Development Process
HRTD OP 501 Staff Qualification Program

HRTD OP 501 Staff Qualification Program includes guidance for continuing training for instructors which addresses OIG recommendations 6 and 7. Please refer to Section E.3 Continuing Training on page 5.

OIG Analysis: OIG reviewed HRTD Operating Procedure 501, *Staff Qualification*, and determined that it requires TTC instructors to maintain technical currency. This recommendation is, therefore, closed.

Status: Closed.

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Status of Recommendations

Recommendation 7:   Periodically provide instructional methodology training for all TTC
                     instructors.

EDO Response
  Dated
  July 16, 2007:   In accordance with our procedure update schedule, the following
                      procedures have been updated:

                      HRTD OP 201 TTC Security Plan/Occupant Emergency Plan
                      HRTD OP 304 Simulator Configuration Control
                      HRTD OP 406 Training Program Development Process
                      HRTD OP 501 Staff Qualification Program

                      HRTD OP 501 Staff Qualification Program includes guidance for
                      continuing training for instructors which addresses OIG
                      recommendations 6 and 7. Please refer to Section E.3 Continuing
                      Training on page 5.

OIG Analysis: OIG reviewed HRTD Operating Procedure 501, *Staff
                      Qualification*, and determined that it requires all TTC instructors to
                      receive periodic instructional methodology training.   This
                      recommendation is, therefore, closed.

Status: Closed.

Status of Recommendations

Recommendation 9: Periodically rotate cognizant instructor responsibilities.

EDO Response
  Dated
  July 16, 2007:   See agency response to Recommendation 3.

OIG Analysis: See OIG Analysis of the agency's response to Recommendation 3.

Status: Resolved.

Status of Recommendations

Recommendation 10: Establish a more formal method to track and trend TTC course
evaluations and periodically analyze trends for appropriate action.

EDO Response
  Dated
  July 16, 2007:   See agency response to Recommendation 3.

OIG Analysis: See OIG Analysis of the agency's response to Recommendation 3.

Status: Resolved.

Status of Recommendations

Recommendation 11: Include questions specific to instructor performance on all course evaluations.

EDO Response
  Dated
  July 16, 2007:   See agency response to Recommendation 3.

OIG Analysis: See OIG Analysis of the agency's response to Recommendation 3.

Status: Resolved.