



AGENCY INFRASTRUCTURE

**Executive Director for Operations
Briefing to the Commission
May 16, 2008**

AGENDA

- **Introduction**
- **Human Capital**
- **Information Technology and Information Management**
- **Administration**
- **Financial Programs**
- **Closing**

HUMAN CAPITAL

**J. McDermott, Director
Office of Human Resources**

HUMAN CAPITAL

- **Strengths**

- **Recruitment has been successful.**
- **Employee satisfaction remains high.**
- **High-quality technical training program.**
- **Exceptional leadership development programs.**

- **Challenges**

- **Meeting new priorities for engagement, training, and retention.**
- **1200 new employees here less than 3 years.**
- **Adapting to the multi-generational workforce.**
- **Establishing the infrastructure to support emerging training technologies.**
- **Staying competitive with industry.**

HUMAN CAPITAL

- **Planned Activities**

- **Enhance human capital flexibilities.**
- **Shorten time-to-competency for newly-hired staff.**
- **Balance training with real work.**
- **Strengthen quality supervision and mentoring.**
- **Work to instill agency core values.**
- **Evaluate online and distance learning strategies.**

INFORMATION TECHNOLOGY AND INFORMATION MANAGEMENT

D. Ash, DEDIS/CIO

T. Boyce, Director Office of Information Services

IT INFRASTRUCTURE

- **Strengths**

- **Baseline network connectivity provides good foundation for future capability and growth.**
- **Early adoption of standard desktop environment has strengthened security and support.**
- **History of strong network reliability and security.**
- **Broadband remote access system supports mobile and remote workforce.**
- **Blackberrys have improved mobile communication.**

IT INFRASTRUCTURE

- **Challenges**

- **Keeping pace with business needs and current technology.**
- **Supporting an increasingly mobile and dispersed workforce with appropriate IT security.**
- **Providing for robust emergency response and disaster recovery.**
- **Enabling secure electronic access to safeguards and classified information.**
- **Establishing an integrated high performance computing environment.**

IT INFRASTRUCTURE

- **Planned Actions**

- **Expand support for mobile, remote, and collaborative IT environments.**
- **Modernize communication capabilities.**
- **Improve disaster recovery and emergency communication capabilities.**
- **Implement systems to share safeguards and classified information electronically.**
- **Improve high performance computing capabilities .**

IT APPLICATIONS AND INFORMATION MANAGEMENT

- **Strengths**

- **IT Business Council and IT Senior Advisory Council providing business direction for IT investments.**
- **Project management improvement program expected to strengthen IT project performance.**
- **Agency wide document repository and e-records management recognized for excellence by NARA.**
- **NRC web sites rated well by users.**
- **FOIA program among the best in government.**

IT APPLICATIONS AND INFORMATION MANAGEMENT

- **Challenges**

- **Reducing stovepipe databases and systems.**
- **Moving from paper-based processes to electronic workflow and electronic signature.**
- **Providing better access to our systems from mobile and remote locations.**
- **Providing more effective search tools.**
- **Moving document management tools beyond current capabilities.**

IT APPLICATIONS AND INFORMATION MANAGEMENT

- **Planned Actions**

- **Provide easy, convenient, and secure access to business applications.**
- **Improve data management, increase data sharing.**
- **Improve management and access to unstructured information in documents, web content, e-mails.**
- **Use IT to conduct business transactions more efficiently.**

ADMINISTRATION

**T. Hagan, Director
Office of Administration**

OFFICE SPACE

- **Strengths**

- **Buildings well maintained, safe, secure, and accessible with excellent amenities.**
- **Meeting near-term operational needs for space.**
- **Housing strategies will accommodate agency growth and consolidate headquarters at the WFC.**
- **Regional needs being addressed.**

- **Challenges**

- **Maintaining the schedules for the Church Street and Twinbrook moves, and for headquarters consolidation.**
- **Refurbishing the WFC.**
- **Establishing and maintaining occupant emergency capability at multiple headquarters locations.**

OFFICE SPACE

- **Planned Actions**

- **Relocate selected staff to Church Street and Twinbrook buildings.**
- **Restore WFC conference rooms.**
- **Collaborate with GSA to acquire third WFC building.**
- **Develop comprehensive plan to refurbish WFC.**
- **Assess and acquire regional space.**

SECURITY

- **Strengths**

- **Effective security clearance process.**
- **Effective drug testing program.**
- **Secure agency facilities.**

- **Challenges**

- **Timely adjudication of completed background investigations.**
- **Complying with HSPD-12 requirements.**

- **Planned Actions**

- **Lean Six Sigma review of adjudication process.**
- **Plan HSPD-12 physical and logical access controls.**
- **Implement expanded drug testing program.**

CONTRACT AND ADMINISTRATIVE SERVICES

- **Strengths**
 - **Effective contract management program.**
 - **Meet socio-economic contracting goals.**
 - **Effective and timely employee services.**
 - **Centralized administrative services.**
- **Challenges**
 - **Too many manual contracting processes.**
 - **Timeliness of contracting process.**
 - **Recruiting/retaining staff.**
 - **More NRC employees in dispersed locations.**

CONTRACT AND ADMINISTRATIVE SERVICES

- **Planned Actions**

- **Leverage technology to improve procurement planning and administrative services.**
- **Acquire acquisition software integrated with financial and property systems.**
- **Further streamline contracting process.**
- **Evaluate internal processes and controls to balance cost and risk.**
- **Implement plans to update management directives and streamline rulemaking and petition processes.**

FINANCIAL PROGRAMS

J. Dyer, CFO

FINANCIAL PROGRAMS

- **Strengths**
 - **External Financial Reporting**
- **Challenges**
 - **Integrating budget formulation and execution.**
 - **Improving financial structure.**
 - **Reducing financial system obsolescence.**
 - **Improving payment timeliness and accuracy.**

FINANCIAL PROGRAMS

- **Planned Actions**

- **Increase financial management discipline.**
- **Expand cross-servicing activities.**
- **Enhance independent financial analysis and reporting.**
- **Modernize and integrate financial management systems.**
- **Implement e-Travel.**
- **Implement performance improvement officer responsibilities.**

CLOSING

- **Conclusion.**
- **May 28, 2008 Commission Meeting on Equal Employment Opportunity and Workforce Planning.**

ACRONYMS

- **CFO: Chief Financial Officer.**
- **CIO: Chief Information Officer.**
- **DEDIS: Deputy Executive Director for Information Services.**
- **FOIA: Freedom of Information Act.**
- **GSA: U.S. General Services Administration.**
- **HSPD-12: Homeland Security Presidential Directive-12.**
- **IT: Information Technology.**
- **NARA: National Archives and Records Administration.**
- **WFC: White Flint Complex.**