



UNITED STATES
NUCLEAR REGULATORY COMMISSION
WASHINGTON, D.C. 20555-0001

OFFICE OF THE
INSPECTOR GENERAL

August 25, 2008

MEMORANDUM TO: R. William Borchardt
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 ADMINISTRATION,
MEMORANDA DATED JULY 10 and JULY 30, 2008

Attached is the Office of the Inspector General's analysis and status of recommendations as discussed in the agency's responses dated July 10 and July 30, 2008. Based on this analysis, recommendations 4 and 5 are closed. Recommendations 1 and 9 continue to be resolved. Please provide an updated status of the resolved recommendations by March 2, 2009.

If you have questions or concerns, please call me at 415-5915 or Steven Zane at 415-5912.

Attachment: Status of Recommendations

cc: V. Ordaz, OEDO
J. Arildsen, OEDO
P. Shea, OEDO

Audit Report
Audit of NRC's Technical Training Center
OIG-07-A-05

Status of Recommendations

Recommendation 1: Revise Management Directive (MD) 13.1 to require that property inventories should include independent verification of the property by someone other than the property holder.

Agency Response
Dated July 30, 2008:

The Office of Administration (ADM) issued interim guidance to all property custodians in preparation for the FY 2008 biennial inventory, which is currently ongoing, that property inventories need to include independent verification by someone other than the property holder. The FY 2008 biennial inventory plan was developed and executed to comply with this requirement. ADM staff assigned to revise MD 13.1 have also been conducting the biennial inventory and have been unable to dedicate sufficient time to complete the MD revision. Additional required changes to MD 13.1 were identified since the last update provided to the Office of the Inspector General on February 29, 2008 (e.g., definition of sensitive items). An update to MD 13.1 incorporating all the required changes is currently under review by ADM staff. The review and incorporation of comments is expected to be completed by August 31, 2008, at which time the MD revision will be transmitted to offices and regions for review and comment. It is anticipated that the final approval process will be completed by February 27, 2009.

OIG Analysis:

The proposed corrective action addresses the intent of OIG's recommendation. This recommendation will be closed when OIG receives a copy of the final MD 13.1 and determines that it requires that property inventories include independent verification of the property by someone other than the property holder.

Status: Resolved.

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Audit of NRC's Technical Training Center
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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.

Agency Response
Dated July 10, 2008: Operating Procedures (OP)-404, "Training Materials Control," (formally, Policy Document 9) has been finalized, approved and is available for your review on the HRTD website. This OP addresses Recommendations 4, 5, and 9.

OIG Analysis: OIG received and reviewed Operating Procedure (OP)-404, "Training Materials Control," and determined that it satisfies OIG's recommendation to provide specific expectations for revising course materials, tracking revisions to course materials, transferring cognizant instructor responsibilities (as it relates to maintaining training materials), and organizing and storing course materials. Therefore, this recommendation is closed.

Status: Closed.

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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.

Agency Response
Dated July 10, 2008: Operating Procedures (OP)-404, "Training Materials Control," (formally, Policy Document 9) has been finalized, approved and is available for your review on the HRTD website. This OP addresses Recommendations 4, 5, and 9.

OIG Analysis: OIG received and reviewed Operating Procedure (OP)-404, "Training Materials Control," and determined that it satisfies OIG's recommendation by providing specific expectations for the aggregate of pending changes for all course materials on an ongoing basis. Therefore, this recommendation is closed.

Status: Closed.

Audit Report
Audit of NRC's Technical Training Center
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Status of Recommendations

Recommendation 9: Periodically rotate cognizant instructor responsibilities.

Agency Response

Dated July 10, 2008:

Operating Procedures (OP)-404, "Training Materials Control," (formally, Policy Document 9) has been finalized, approved and is available for your review on the HRTD website. This OP addresses Recommendations 4, 5, and 9.

OIG Analysis:

OIG reviewed Operating Procedures (OP)-404 and determined that it does not fully address the intent of the recommendation. Specifically, the OP-404 description of HRDT Branch Chiefs' responsibilities to "at least annually review the need/benefit of rotating current COG assignments (Footnote 3)" is not a commitment to periodically rotate cognizant instructor responsibilities. OIG will close this recommendation once the agency develops and implements a policy requiring periodic rotation of cognizant instructor responsibilities.

Status:

Resolved.