

April 6, 2009

MEMORANDUM TO: Nader Mamish, Deputy Director
Division of Spent Fuel Storage and Transportation
Office of Nuclear Material Safety
and Safeguards

FROM: Chris Staab, Project Manager /RA/
Licensing Branch
Division of Spent Fuel Storage and Transportation
Office of Nuclear Material Safety
and Safeguards

SUBJECT: NOTICE OF PUBLIC MEETING FOR PUBLIC COMMENT ON DRAFT
OFFICE INSTRUCTION FOR PERFORMING ACCEPTANCE REVIEWS

DATE AND TIME: Thursday, April 23, 2009 (1:00 P.M. - 5:00 P.M.)

LOCATION: U.S. Nuclear Regulatory Commission
Executive Boulevard Building, Rooms 1B13-15
6003 Executive Boulevard
Rockville, Maryland 20852

BACKGROUND: The Office of Nuclear Material Safety and Safeguards (NMSS) is currently in the process of developing a draft Office Instruction regarding the performance of acceptance reviews. This procedure will guide the Nuclear Regulatory Commission (NRC) staff in the performance of acceptance reviews and provide clear criteria for the NRC staff to use in determining if a requested licensing action is acceptable for review.

PURPOSE: The purpose of the meeting is to gather public comments regarding a draft Office Instruction on performing acceptance reviews for the Office of NMSS. Portions of the procedure containing the criteria by which acceptability for review will be judged are being made publicly available to allow for review and comment from any interested stakeholders. Comments may also be submitted via e-mail to the meeting contact until June 1, 2009.

The available portions of the procedures can be found under Agencywide Documents Access and Management System (ADAMS) Accession No. **ML090960796**. You may access publicly available ADAMS documents via the following URL:
<http://www.nrc.gov/reading-rm/adams/web-based.html>

N. Mamish

-2-

CATEGORY 3^{*}: This is a Category 3 meeting. The public is invited to participate in this meeting by providing comments and asking questions throughout the meeting.

PARTICIPANTS: NRC
C. M. Staab, NMSS/SFST
J. Piotter, NMSS/SFST

CONTACTS: C. M. Staab, NMSS/SFST at:
Christopher.Staab@nrc.gov or (301)-492-3321

J. M. Piotter, NMSS/SFST at:
Jason.Piotter@nrc.gov or (301)-492-3286

Enclosure:
Agenda

^{*} Commission's Policy Statement on "Enhancing Public Participation in NRC Meetings" (67 FR 36920), May 28, 2002

CATEGORY 3²: This is a Category 3 meeting. The public is invited to participate in this meeting by providing comments and asking questions throughout the meeting.

PARTICIPANTS: NRC
C. M. Staab, NMSS/SFST
J. Piotter, NMSS/SFST

CONTACTS: C. M. Staab, NMSS/SFST at:
Christopher.Staab@nrc.gov or (301)-492-3321

J. M. Piotter, NMSS/SFST at:
Jason.Piotter@nrc.gov or (301)-492-3286

Enclosure:
Agenda

DISTRIBUTION:
All Hands SFST

Package Accession No. ML090960794
Meeting Notice Accession No. ML090960795
Procedure Accession No. ML090960796

Filename: G:/SFST/Staab/Acceptance Review Procedure/Public Meeting Notice.doc

OFC	SFST		SFST		SFST	
NAME	CStaab		MDeBose		EBenner	
DATE	4/6/2009		3/26/2009		3/26/2009	

OFFICIAL RECORD COPY

² Commission's Policy Statement on "Enhancing Public Participation in NRC Meetings" (67 FR 36920), May 28, 2002

PUBLIC MEETING
COMMENTS ON DRAFT OFFICE INSTRUCTION
FOR PERFORMING ACCEPTANCE REVIEWS
DIVISION OF SPENT FUEL STORAGE AND TRANSPORTATION
APRIL 23, 2009

1:00 to 1:15	Introduction and objectives of procedure
1:15 to 1:30	Brief description of current procedure
1:30 to 3:00	Public comments
3:00 to 3:15	Break
3:15 to 4:45	Public comments
4:45 to 5:00	Conclusion

ENCLOSURE