

## John Richmond

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**From:** John Richmond, *RI*  
**Sent:** Thursday, October 23, 2008 6:37 PM  
**To:** Richard Conte  
**Subject:** RE: Let's Project Manage OC

**Importance:** High

We need to defer or cancel as much of this work as we can, or we will NOT be successful at meeting our internally established due dates.

### Ways to reduce the immediate administrative burden

Involve fewer people in the reviews -- only the decision makers, not interested bystanders [non-decision makers can read the news when its published]

Combine briefings to reduce the total number of meetings [a tried and true method to manage management]

In lieu of a "meeting to brief" use e-mail to circulate a status briefing update [this has worked well for me, in the private sector]

Shift non-critical work into Jan 09 [in this case, non-critical means what isn't needed to directly write & issue the IR]

Status Review as follows --

Outside of the scope

outside of scope

2. By Oct. 22, conduct briefing for inspection plan and related outreach - obtain final comments on Outage Comm Plan (DLR, SLO, PAO, PB6, DDD-DRS, EDO com & coord.)

**Brief Darrell on Insp Plan - Fri 10/24. No others involved in Insp Plan brief.**

**Re: related outreach & Outage Comm Plan - Screnci got what she needed. No Further Action Needed. Only PAO involved.**

3. By Nov. 5, conduct Prebrief on inspection results (DLR, SLO, PAO, PB6, DDD-DRS, EDO com & coord.) - distribute draft of quick look letter

**Will brief DRS Mgt on Insp Results, Nov 5 [still need to schedule a time]**

**If insp TL is responsible to produce Quick Look, THEN May NOT have a draft Quick Look Ltr by Nov-5**

**Re: participants to review Quick Look Ltr -- DLR doesn't appear to see themselves as an involved stakeholder**

**Are we SURE we NEED a Quick Look Letter ??**

4. By Nov. 6, conduct exit on site - BC and TL (potential weekend work if OC SU is Nov. 11 or sooner) DDD optional or if needed for crisis.

**Scheduled -- Nov 6 at 10 AM**

5. By Nov. 10 - final quick look letter - sign out within day (startup assumed to be 11/11) - note same DRS players involved in BV LR exit

**Only works if there's substantial help to prepare a GOOD draft**

6. By Nov. 11 Implement comm plan for quick look letter (startup assumed to be 11/11) - note same DRS players involved in BV LR exit

**Nov 11 is a HOLIDAY -- No one will be in-office**

**This has to be done Nov 10**

Outside of the scope

outside of scope

- 8. By Dec. 17 Issue IR and implement related Comm Plan  
**45-day due date is Fri Dec 19. I start A/L COB Nov 19, and don't return until Jan OC and BV reports due same time. Will be significant challenge.**  
**Screnci recommends a simple 1-page Comm Plan when the IR is issued.**

**From:** Richard Conte  
**Sent:** Friday, October 03, 2008 11:13 AM  
**To:** John Richmond; Kay Gallagher  
**Cc:** Michael Modes; Glenn Meyer; Marsha Gamberoni; Darrell Roberts; Doug Tift; Heather Jones  
**Subject:** LET'S PROJECT MANAGE OC AND BV - WE ARE GOING TO NEED THE ORG. RE: OC Sandbed access

Doug I would like you to help out on OC and Heather BV - See john for your roles.

Kay need a DRS Action Item with the following subtasks:

"Effectively manage the OC license renewal commitments review (detailed inspection planing and related gov. and public outreach)"

JR/GM many sub-sub tasks might be needed for each of these subtask. If so, go with a project plan like BV.

- 0. By Oct 21, be finished except for last minute items on BV public exit

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outside of scope

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- 3. By Nov. 5, conduct Prebrief on inspection results (DLR, SLO, PAO, PB6, DDD-DRS, EDO com & coord.) - distribute draft of quick look letter
- 4. By Nov. 6, conduct exit on site - BC and TL (potential weekend work if OC SU is Nov. 11 or sooner) DDD optional or if needed for crisis.
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Outside of the scope

outside of scope

- 8. By Dec. 17 Issue IR and implement related Comm Plan

**From:** John Richmond  
**Sent:** Friday, October 03, 2008 9:22 AM  
**To:** Michael Modes; Timothy OHara  
**Cc:** Richard Conte  
**Subject:** OC Sandbed access

The mock-up training was very useful. They made a concrete block, same shape and dimension as a sliced section of the drywell, then used their boring tool to cut a tunnel (19" or 20" diameter, 8 to 12 foot long) into the sandbed region, to prove the tool would work. Plywood sheeting takes the place of the steel liner.

Once you're inside, I think it's only 17 or 18 inches wide. I would not recommend anyone try to enter the sandbed cavity if they have a chest size larger than mine or Tim's. It might be reasonable to crawl through the tunnel and stick your head inside for a look see. And if you're even a little uneasy in tight spaces, forget it!

Received: from R1CLSTR01.nrc.gov ([148.184.99.7]) by R1MS01.nrc.gov  
([148.184.99.10]) with mapi; Thu, 23 Oct 2008 18:36:58 -0400  
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From: John Richmond <John.Richmond@nrc.gov>  
To: Richard Conte <Richard.Conte@nrc.gov>  
Importance: high  
Date: Thu, 23 Oct 2008 18:36:56 -0400  
Subject: RE: Let's Project Manage OC  
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