



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

OFFICE OF THE  
INSPECTOR GENERAL

January 29, 2010

MEMORANDUM TO: R. William Borchardt  
Executive Director for Operations

FROM: Stephen D. Dingbaum **/RA/**  
Assistant Inspector General for Audits

SUBJECT: STATUS OF RECOMMENDATIONS: NRC'S HANDLING  
AND MARKING OF SENSITIVE UNCLASSIFIED  
INFORMATION (OIG-03-A-01)

REFERENCE: DIRECTOR, OFFICE OF INFORMATION SERVICES,  
MEMORANDUM DATED DECEMBER 22, 2009

Attached is the Office of the Inspector General's analysis and status of recommendations as discussed in the agency's response dated December 22, 2009. Based on this response, recommendations 1 and 2 are closed. Recommendations 3 and 4 were closed previously. All recommendations related to this report are now closed.

If you have any questions or concerns, please call me at 415-5915 or Beth Serepca, Team Leader, at 415-5911.

Attachment: As stated

cc: N. Mamish, OEDO  
J. Andersen, OEDO  
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## Audit Report

### NRC's HANDLING AND MARKING OF SENSITIVE UNCLASSIFIED INFORMATION OIG-03-A-01

#### Status of Recommendations

Recommendation 1: Update the guidance for Official Use Only (OUO) documents to require clear identification of sensitive unclassified information to prevent its inadvertent disclosure.

Agency Response Dated  
December 22, 2009:

The NRC issued OUO guidance on October 26, 2005, when: it issued Yellow Announcement No. 77, "NRC Policy and Procedures for Handling, Marking, and Protecting Sensitive Unclassified Non Safeguards Information (SUNSI)." The SUNSI policy and handling procedures are available to staff through the NRC's [SUNSI Program](#) internal Web page. The [SUNSI Handling Requirements](#) Summary Tables contain guidance for appropriately marking documents within each of the seven SUNSI handling groups. Additionally, marking guidance is also discussed in the [Frequently Asked Questions](#) link on the SUNSI Program Web page. Paragraph D.1. "Marking," of the [NRC Policy for Handling, Marking, and Protecting SUNSI](#) specifies that documents containing SUNSI must be properly marked and directs staff to the marking guidance on the SUNSI Handling Requirements Web page identified above.

On July 1, 2009, staff from the Office of Information Services provided SUNSI marking refresher training to the headquarters and regional SUNSI points of contact. In addition to this training, an NRC daily announcement, Policy Reminder: NRC Policy for Handling, Marking, and Protecting Sensitive Unclassified Non-Safeguards Information (SUNSI), was issued on June 9, 2009.

OIG Response: OIG reviewed the Yellow Announcement dated October 26, 2005, and the NRC daily announcement issued on June 9, 2009, and determined that the guidance has been updated. This recommendation is therefore considered.

**Status:** Closed.

## Audit Report

### NRC's HANDLING AND MARKING OF SENSITIVE UNCLASSIFIED INFORMATION OIG-03-A-01

#### Status of Recommendations

<u>Recommendation 2:</u>	Mandate consistent use of defined markings on documents containing OUO information and clarify the markings that should be used on sensitive unclassified information.
Agency Response Dated December 22, 2009:	<p>Guidance for consistent use of defined markings on containing OUO information and clarification of the markings that should be used on sensitive unclassified information was issued October 26, 2005, through Yellow Announcement No. 77, "NRC Policy and Procedures for Handling, Marking, and Protecting Sensitive Unclassified Non Safeguards Information (SUNSI)." The SUNSI policy and handling procedures are available to staff through the NRC's <a href="#">SUNSI Program</a> internal Web page. The <a href="#">SUNSI Handling Requirements</a> Summary Tables contain guidance for appropriately marking documents within each of the seven SUNSI handling groups. Additionally, marking guidance is also discussed in the <a href="#">Frequently Asked Questions</a> link on the SUNSI Program Web page. Paragraph D.1. "Marking," of the <a href="#">NRC Policy for Handling, Marking, and Protecting SUNSI</a> specifies that documents containing SUNSI must be properly marked and directs staff to the marking guidance on the SUNSI Handling Requirements Web page identified above.</p> <p>On July 1, 2009, staff from the Office of Information Services provided SUNSI marking refresher training to the headquarters and regional SUNSI points of contact. In addition to this training, an NRC daily announcement, Policy Reminder: NRC Policy for Handling, Marking, and Protecting Sensitive Unclassified Non-Safeguards Information (SUNSI), was issued on June 9, 2009.</p>
OIG Response:	OIG reviewed the Yellow Announcement dated October 26, 2005, and the NRC daily announcement issued on June 9, 2009, and determined that the guidance mandates the consistent use of defined markings on documents containing OUO information as well as sensitive unclassified information. This recommendation is therefore considered closed.

**Status:** Closed.