FSME Procedure Approval

Agreement State Participation as IMPEP Team Members

SA-120

Issue Date:

Review Date:

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NOTE
These procedures were formerly issued by the Office of State and Tribal Programs (STP). Any changes to the procedure will be the responsibility of the FSME Procedure Contact as of October 1, 2006. Copies of FSME procedures will be available through the NRC website.

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I. INTRODUCTION

This document describes the procedure for the coordination, recruitment and participation by Agreement State staff as Integrated Materials Performance Evaluation Program (IMPEP) team members by the Office of ~~State and Tribal Programs (STP)~~Federal and State Environmental Management Programs (FSME) and the Organization of Agreement States (OAS).

II. OBJECTIVE~~S~~

~~A.~~To provide guidance, to both ~~the STP~~FSME and OAS~~-~~ on the recruitment and coordination of Agreement State participants ~~for~~on IMPEP teams.

~~B. To provide guidance to the OAS and STP staff on coordination of Agreement State participants for IMPEP reviews.~~

III. BACKGROUND

It is the policy of the U.S. Nuclear Regulatory Commission (NRC) to evaluate the NRC's regional materials programs and Agreement States' radiation control programs in an integrated manner. Ten to twelve IMPEP reviews are conducted in most years. Agreement State ~~staff participates~~staff participates as ~~team~~ members of the IMPEP team in accordance with Management Directive (MD) 5.6, *Integrated Materials Performance Evaluation Program* and MD 5.10, *Formal Qualifications for Integrated Materials Performance Evaluation Program Team Members*.

IV. ROLES AND RESPONSIBILITIES

A. OAS Executive Board:

1. Designates an OAS member to work with the IMPEP Project Manager,FSME, in~~be responsible for~~ the recruitment and coordination of Agreement State staff for IMPEP reviews~~with the Senior Project Manager for IMPEP Coordination, STP, for the participation by Agreement States in IMPEP reviews~~.

2. Sets a year by year term of service given approval of the volunteer's management and the OAS Executive Board.

3. Coordinates any interest by Agreement States to participate in IMPEP with ~~STP~~FSME.

4. Identifies candidates for IMPEP teams prior to annual training.

B. ~~STP~~~~FSME~~ Director, Division of Materials Safety and State Agreements (MSSA):

1. Designates the IMPEP ~~Senior~~ Project Manager responsible for recru~~IMPEP~~itment and ~~C~~coordination, ~~or alternate designee to be responsible for coordination~~ with the OAS designee on Agreement State participation in IMPEP reviews;

2. Provides training for new team members, which will include travel support~~,~~

3. Maintains a list of team members and provides coordination for IMPEP reviews.

C. ~~Individual~~ Agreement State team members:

1. Will ~~usually~~ be available for approximately1-2 IMPEP reviews per year;

2. Will attend training~~,~~ and submit ~~IMPEP~~ qualifications to the IMPEP~~Senior~~ Project Manager for ~~IMPEP C~~coordination per MD 5.10.

V. GUIDANCE

A. ~~Coordination by~~ OAS designee:

1. ~~The OAS designee w~~Will provide recruitment guidance to interested Agreement States, including unsolicited interest by Agreement States outside of normal recruitment cycle

2. ~~The OAS designee, in coordination with STP, w~~Will decide the timing of recruitment in coordination with FSME.

3. ~~The OAS designee w~~Will set commitments on a year to year basis given approval of volunteer's management and the OAS Executive Board.

B. ~~Senior~~IMPEP Project Manager ~~for IMPEP Coordination, STP~~:

1. ~~The Senior Project Manager for IMPEP Coordination, through a monthly teleconference to OAS and as necessary with the OAS designee, w~~Will coordinate the annual IMPEP schedule and resource needs for Agreement State participation in IMPEP reviews through a monthly teleconference to OAS and as necessary with the OAS designee,.

2. ~~The Senior Project Manager for IMPEP Coordination w~~Will provide details on the timing, funding and expectations of annual training.

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C. ~~Participation in IMPEP reviews by~~ Agreement State ~~Participants~~team members:

1. Will ~~Specific~~use the ~~guidance given in STP Procedure SA-100, *Implementation of the Integrated Materials Performance Evaluation Program*, should be utilized~~ for preparing, conducting and reporting results of ~~the~~ IMPEP reviews provided in FSME Procedure SA 100, *Implementation of the Integrated Materials Performance Evaluation Program*.

2. Will use the ~~Specific~~ guidance ~~on~~for reviewing individual common and non-common indicators, ~~can be found~~provided in the following ~~STP~~FSME Procedures:
SA-101, *Reviewing the Common Performance Indicator ~~#1~~, Status of Materials Inspection Program*;
~~STP Procedure~~ SA-102, *Reviewing the Common Performance Indicator ~~#2~~, Technical Quality of Inspections;*
~~STP Procedure~~ SA-103, *Reviewing the Common Performance Indicator ~~#3~~, Technical Staffing and Training*; ~~STP Procedure~~ SA-104, *Reviewing the Common Performance Indicator ~~#4~~, Technical Quality of Licensing Actions*,
~~STP Procedure~~ SA-105, *Reviewing the Common Performance Indicator ~~#5~~, ~~Response to~~Technical Quality of Incident~~s~~ and Allegation~~s~~ Activities;* ~~and~~
~~STP Procedure~~ SA-107, *Reviewing the Non-Common Performance Indicator ~~#1~~, ~~Legislation and Program Elements Required for~~ Compatibility Requirements*.
SA-108, *Reviewing the Non-Common Performance Indicator, Sealed Source and Device Evaluation Program,*
SA-109, *Reviewing the Non-Common Performance Indicator, Low-Level Radioactive Waste Disposal Program,* and
SA-110, *Reviewing the Non-Common Performance Indicator, Uranium Recovery Program.*

3. ~~Normally, the expected time commitment~~Will be expected to commit approximately 4 weeks ~~from an Agreement State participant is 4 weeks~~ per review (significant problems identified in specific reviews may take additional resources).

4. Will be expected to participate in the Management Review Board meeting held approximately 104 days after the completion of the IMPEP review. (attendance can be in person, by telephone or video teleconference).

VI. APPENDI~~C~~XES

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VII. REFERENCES

1. Management Directive (MD) 5.6, *Integrated Materials Performance Evaluation Program.*
2. Management Directive (MD) 5.10, *Formal Qualifications For Integrated Materials Performance Evaluation Program Team Members*.
3. ~~STP~~FSME Procedure SA-100, *Implementation of the Integrated Materials Performance Evaluation Program.*
4. ~~STP~~FSME Procedure SA-101, *Reviewing the Common Performance Indicator ~~#1~~, Status of Materials Inspection Program.*
5. ~~STP~~FSME Procedure SA-102, *Reviewing the Common Performance Indicator ~~#2~~, Technical Quality of Inspections.*
6. ~~STP~~FSME Procedure SA-103, *Reviewing the Common Performance Indicator, ~~#3,~~ Technical Staffing and Training.*
7. ~~STP~~FSME Procedure SA-104, *Reviewing the Common Performance Indicator, ~~#4~~ Technical Quality of Licensing Actions*.
8. ~~STP~~FSME Procedure SA-105, *Reviewing the Common Performance Indicator ~~#5~~, ~~Response~~ Technical Quality of~~to~~ Incident~~s~~ and Allegation~~s~~ Activities*.
9. ~~STP~~FSME Procedure SA-106, *Management Review Board.*
10. ~~STP~~FSME Procedure SA-107, *Reviewing the Non-Common Performance Indicator ~~#1~~, ~~Legislation and Program Elements Required for~~ Compatibility Requirements.*
11. FSME Procedure SA-108, *Reviewing the Non-Common Performance Indicator,Sealed Source and Device Evaluation Program.*
12. FSME Procedure SA-109, *Reviewing the Non-Common Performance Indicator,Low-Level Radioactive Waste Disposal Program.*
13. FSME Procedure SA 110, *Reviewing the Non-Common Performance Indicator,Uranium Recovery Program.*

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VIII. ADAMS REFERENCE DOCUMENTS

For knowledge management purposes, all previous revisions of this procedure, as well as associated correspondence with stakeholders, that have been entered into the NRC's Agencywide Document Access Management System (ADAMS) are listed below.

No.	Date	Document Title/Description	Accession Number
1	9/24/01	STP-01-072, Request for Comments on Two Draft Procedures (SA-120)	ML012690416
2	2/8/02	Summary of Comments on SA-120	ML021430061

3	3/26/02	STP Procedure SA-120	ML021430046
4	10/6/05	STP-05-077, Opportunity to Comment on Draft Revision to STP Procedure SA-120	ML052790706
5	11/16/05	STP-05-082, Final STP Procedure SA-120	ML053200520
6	11/16/05	STP Procedure SA-120	ML061500076
7	11/16/05	STP Procedure SA-120, Redline/Strikeout Copy	ML061500086
8	11/16/05	Summary of Comments on SA-120	ML061500108

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