



UNITED STATES  
NUCLEAR REGULATORY COMMISSION

WASHINGTON, D.C. 20555-0001

OFFICE OF THE  
SECRETARY

February 23, 2010

Jennifer Wheeler  
Licensing and Integrated Safety Analysis Manager  
Nuclear Fuel Services  
1205 Banner Hill Rd.  
Erwin, TN 37650

Dear Ms. Wheeler:

The Nuclear Regulatory Commission (NRC) is pleased that you will participate in a public Commission meeting on the fuel cycle oversight process revisions, Thursday, April 29, 2010, at 9:30 a.m. The meeting will be held in the Commissioners' Conference Room on the first floor of the NRC's Headquarters building at One White Flint North, Rockville, Maryland. The Commission is interested in hearing Nuclear Fuel Services' views on the revisions to the fuel cycle oversight process. I am enclosing a copy of the draft meeting agenda for your information (enclosure 1). My staff will keep you informed of any updates to the agenda.

To assist the Commission in preparing for the meeting, please e-mail any written material, including viewgraphs/slides, to Ms. Rochelle Baval and Ms. Sandy Joosten ([rochelle.baval@nrc.gov](mailto:rochelle.baval@nrc.gov) and [sandy.joosten@nrc.gov](mailto:sandy.joosten@nrc.gov)) in the Office of the Secretary, by April 22, 2010, so that it can be distributed to the Commission for review in advance of the meeting. Enclosed are guidelines for viewgraphs, if you choose to use them (enclosure 2). PowerPoint or other electronic presentation formats are acceptable. This Commission meeting will be webcast live at the Web address: [www.nrc.gov](http://www.nrc.gov). If you intend to use viewgraphs they will also be posted on the NRC website prior to the meeting. If you have any questions, please contact Ms. Baval at 301-415-1651.

Your presentation at the Commission meeting should be based on the assumption that Commissioners are familiar with the content of your written material. Please plan your oral presentation for 5 minutes, discussing the important points on which you wish to focus the Commission's attention.

The NRC Headquarters building is located opposite the White Flint Metro Station on Rockville Pike and Marinelli Drive, Rockville, Maryland. The White Flint Metro Station is on the Red Line of the Washington area subway system. Reserved visitor parking for Commission guests is available. If you wish to use reserved parking, please notify Ms. Baval in advance. If reserved parking has been arranged, please check-in with the security staff at the entrance to the NRC campus on Marinelli Drive when you arrive. A Security Guard will call for an escort. Please note that visitors will be screened through metal detectors, will have their packages x-rayed, and will be required to present a picture identification card prior to signing in at the registration desk.

Sincerely,

A handwritten signature in black ink, appearing to read "Annette Vietti-Cook". The signature is fluid and cursive, with a long horizontal stroke at the end.

Annette L. Vietti-Cook  
Secretary of the Commission

Enclosures:

1. Draft Agenda
2. Briefing Visuals Guidance

Draft: 2/23/10

**SCHEDULING NOTE**

**Title:** **BRIEFING ON THE FUEL CYCLE OVERSIGHT PROCESS REVISIONS (Public Meeting)**

**Scheduled:** **Thursday, April 29, 2010**  
**9:30 am**

**Duration:** Approx. 2 hours

**Location:** Commissioners' Conference Room, 1<sup>st</sup> fl OWFN

**Participants:** **Presentation**

**NRC Staff** **30 mins.\***

Topics:

- Revisions to the Fuel Cycle Oversight Process and Significant Program/Policy Issues

**Commission Q & A** **30 mins.**

**Stakeholders** **20 mins.\***

**Jennifer Wheeler**, Licensing and Integrated Safety Analysis Manager,  
Nuclear Fuel Services 5 mins.\*

**Scott Murray**, Manager, Licensing & Liabilities Nuclear,  
Global Nuclear Fuel 5 mins.\*

**Robert Link**, Manager, Environmental, Health, Safety, & Licensing, AREVA 5 mins.\*

**Michael Boren**, Regulatory Compliance Manager,  
U.S. Enrichment Corporation 5 mins.\*

Topics:

- Revisions to the Fuel Cycle Oversight Process

**Commission Q & A** **20 mins.**

\*For presentation only and does not include time for Commission Q & A's

Documents:

Staff Background material due to SECY: April 15, 2010.

Slides due to SECY: April 22, 2010.

**PRESENTATION TITLE**

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on white background**

**Date of Briefing  
Your name, title, office  
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## **Slide Title – Arial Black 36**

- **Text (Arial Black 32) on white.**
- **Top and Side margins 1 inch min.**
- **Bottom margin 2 inch min.**
- **Number pages**
- **Explain acronyms or include a separate slide with list**