



FSME Procedure Approval
Regional State Liaison Officers (RSLOs)

SL-100

Issue Date: July 14, 2010

Review Date: July 14, 2013

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ML101810461

NOTE

***Any changes to the procedure will be the responsibility of the FSME Procedure Contact.
Copies of FSME procedures will be available through the NRC website.***



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I. INTRODUCTION

This procedure describes the responsibilities and functions of the Regional State Liaison Officers (RSLO).

II. OBJECTIVE

- A. Delineate the roles, responsibilities and duties that RSLOs have in carrying out the NRC's Federal, State and Tribal Liaison Program.
- B. Provide background and reference materials related to the RSLO duties and responsibilities.

III. BACKGROUND

The Division of Intergovernmental Liaison and Rulemaking (DILR), Office of Federal and State Materials and Environmental Management Programs (FSME), manages NRC's Federal, State and Tribal Liaison Program (FSTLP). DILR works with certain Federal, State, and local governments; interstate and professional organizations; and Native American Tribal governments to establish and maintain effective relations and communications with these organizations, and to promote greater awareness and mutual understanding of the policies, activities, and concerns of all parties involved, primarily the States, as they relate to radiological safety at NRC licensed facilities.

Within each Regional Office, the RSLO implements the FSTLP by facilitating communications, when appropriate, between the NRC and other pertinent State and Federal agencies located within the Region relative to the licensing and other regulatory concerns where there is a shared mutual interest regarding both State and NRC licensed organizations. RSLOs also maintain communications with the governor-appointed State Liaison Officers (SLOs), other State and local officials, as appropriate, and with Native American Tribal governments affected by, or otherwise interested in, NRC's programmatic and regulatory affairs.

RSLOs are part of the Regional Organization and report directly to the Regional Administrator; therefore their familiarity with Regional priorities as well as State-, local-, or Tribe-specific issues enables them to communicate effectively and efficiently within their Region.

IV. ROLES AND RESPONSIBILITIES

The roles and responsibilities noted here are general. The specific needs of each NRC Region, Regional Offices of other Federal organizations and individual States and Native American Tribal governments located within the Region vary. Since the RSLOs report to

the Regional Administrator, prioritization of the responsibilities listed in this procedure will differ from Region to Region. This variance is acceptable. Questions on the overall NRC FSTLP should be directed to the Director or Deputy Director, DILR.

A. The Director, DILR:

1. Provides policy and program guidance to Regional Management regarding NRC's FSTLP for implementation.
2. Solicits Regional Administrator input and comments on FSTLP policy and program guidance and other matters which could impact the RSLOs, regional management, operations or other regional resources.
3. Keeps the EDO informed on pertinent RSLO activities and issues associated with policy or guidance implementation. Implements EDO direction regarding significant changes in policy dealing with State liaisons.
4. Periodically convenes RSLO counterpart meetings.
5. Coordinates the planning and conduct of National State Liaison Officers meetings with the Regions at least triennially, or more often as needed.
6. Serves as a primary communications interface between NRC and a variety of organizations and groups, including other Federal agencies, national or State organizations, States, county and local government organizations, and Native American Tribal governments, interested in nuclear matters.

Examples of national organizations include the Organization of Agreement States, Inc. (OAS), the National Governors' Association (NGA), the National Association of Regulatory Utility Commissioners (NARUC), the National Council of State Legislators (NCSL), and the Conference of Radiation Control Program Directors, Inc. (CRCPD).

7. Periodically engages the Regions on communication strategy, best practices, and lessons learned to determine whether program implementation is warranted.
8. Provides budget/funding to support periodic Regional SLO meetings.

B. Regional Administrator

The Regional Administrators, principally through the RSLO, implement NRC's FSTLP. Regional Administrator responsibilities regarding the RSLOs include, but are not limited to:

1. Providing day-to-day direction and supervision of the RSLO consistent with the policy and program direction provided by DILR and Regional policies and practices.
2. Keeping the RSLO informed of events, issues and problems in the Region which may impact or which may be of interest to the States, Tribal or other government organizations.
3. Assuring that DILR is promptly informed of any generic issues (those beyond a single licensee, facility or State) of possible interest to the States, Native American Tribal governments and/or other government organizations.
4. Directing the issuance of appropriate NRC information to the States in a timely manner in accordance with pertinent document handling requirements.
5. Contacting and meeting with Federal, State, Tribal and local officials, as necessary.
6. Concurring on NRC information issued to the State by the RSLO and originated in the Regional Office where the information affects other Regional divisions or involves significant policy issues; concurrence is not typically necessary for information prepared by DILR and released through the Regional Office as a matter of convenience.
7. Upon the appointment of a new RSLO, issuing an internal NRC announcement and send letters to key State contacts introducing the new RSLO.
8. Encouraging resident inspectors to interact with local governmental officials, both elected and appointed, as appropriate.
9. Ensuring that appropriate State, Tribal, and local governmental officials are invited to End-of-Cycle meetings, consistent with the requirements of the Revised Reactor Oversight Process.
10. Assigning RSLOs to the Regional Incident Response Team to ensure effective liaison and communications with State, Federal, and other

outside organizations for NRC emergency exercises and for response to actual events as appropriate.

11. Actively participating as a member of FEMA/DHS Assessment Teams wherever a Disaster Initiated Review is required to be conducted to assess the human and physical viability of the applicable Ten-Mile emergency planning zones resulting from either a man-made or natural disaster.

C. RSLO

Each Region has a designated RSLO who reports to the Regional Administrator. Because each Region and each State within a Region have differing priorities and concerns, RSLOs must be flexible in how they implement DILR policies and guidance. What is a significant issue in one Region may be a minor concern in another Region. Therefore, the guidance in this document is general in nature. Each RSLO is expected to work with their Regional Administrator and DILR to prioritize their time and resources in accordance with the needs of the States and entities within their specific Region. In general, RSLO responsibilities include, but are not limited to:

1. Maintaining effective communications with DILR, the States, Native American Tribal governments, and other government entities within the Region, and other interested or affected organizations as appropriate or necessary.
2. Maintaining an awareness of issues important to the States, Tribes and local governmental officials as appropriate.
3. Maintaining an awareness of State, Native American Tribal governments and other government entity issues of interest to the NRC.
4. Arranging for Commissioner and other NRC meetings with State, Tribal, and local officials.
5. Tracking developments of low-level radioactive waste compacts in their Regions.
6. Tracking State nuclear-related legislative developments in their Regions.
7. Negotiating memoranda of understanding (MOUs) with States and Native American Tribal governments within their Regions.
8. Appearing before State legislative hearings and nuclear advisory boards.
9. Maintaining liaison with regional offices of various Federal agencies, such as the Department of Homeland Security, U.S. Environmental Protection Agency, Occupational Safety and Health Administration, Department of Energy, and Army Corps of Engineers, as appropriate.

10. Serving on committee(s) as appropriate, e.g. the Regional Assistance Committee(s), the Regional Incident Response Team and FEMA/DHS Assessment Teams.
11. Establishing and maintaining relationships, as appropriate, with county and municipal elected and appointed officials with jurisdictions affected by the 10-mile EPZ, such as County Board, County Supervisor, Sheriff, Emergency Management, Mayor, Municipal Manager, Police Chief, and Fire/EMS Chief. Establish and maintain relationships with State and Federal level Emergency Preparedness/Incident Response counterparts.

V. GUIDANCE

A. Interactions with State Liaison Officers and Tribal Contacts

The RSLO serves as the primary NRC point of contact for Governor-appointed SLOs and other State, Tribal and local officials in the Region. The RSLO also serves as the NRC Regional contact for the regional offices of other Federal organizations and maintains awareness of all relevant State activities involving NRC matters by:

1. Providing SLOs with timely information on NRC activities, including, but not limited to preliminary notifications, press releases, proposed rules and policy statements, draft environmental assessments, enforcement notifications, upcoming public meetings, and opportunities for stakeholder involvement.
2. Serving as the regional point of contact for information on the Reactor Oversight Process.
3. Coordinating State and Tribal requests to observe NRC inspections at NRC-licensed facilities.

B. Emergency Preparedness and Incident Response:

1. Participate in NRC planned incident response drills, exercises and related public outreach activities.
2. Attend and provide periodic incident response training provided by Incident Response Operations staff.
3. Participate in Regional Assistance Committee evaluations of planned exercises, as appropriate.

- C. Maintain contact with Regional representatives of State Public Utility Commissions, National Association of Regulatory Utility Commissioners (NARUC), including monitoring electric utility restructuring, as appropriate.
- D. Follow activities of national organizations such as National Governor's Association, National Conference of State Legislatures, Conference of Radiation Control Program Directors, and the National Congress of American Indians, as appropriate.
- E. Maintain an awareness of the States' progress in the low-level waste disposal facility site selection process through its liaison activities and be prepared to discuss the regulatory process with State officials and the public.
- F. Provide State officials with NRC licensed plant performance information, event notification and follow-up information, as requested.
- G. Act as primary point of contact for all NRC interactions with State, Native American Tribal Government, and local officials within the Region.
- H. Monitor State, Tribal, and local legislative activities as appropriate. Testify when appropriate at State Legislative hearings and represent the NRC before State intergovernmental groups and at State meetings at which NRC activities are discussed.
- I. For Regions with Agreement States, maintains awareness of Agreement State issues and ensures Regional State Agreement Officer(s) (RSAO) is aware of State/Federal/Tribal/local issues so the RSLO and RSAO can provide backup support for each other as needed.
- J. Headquarters Counterpart Interactions:
 - 1. Notify the NRC's Office of Congressional Affairs of State-level legislator relevant activities, outreach meetings, interest, and requests for information.
 - 2. Maintain appropriate Headquarters Program Office (FSME, NRR, NSIR, NRO, NMSS) points of contact for awareness of licensing activities in the Region and agency-wide to support outreach activities.
 - 3. Maintain NSIR points of contact in support of incident response, participation in standard radiological emergency preparedness and hostile action based drills and exercises; current status of emergency planning rulemaking; ongoing offsite response organization interactions, and outreach activities.

- K. Regional Counterpart Interactions.
1. Coordinate with Regional Office of Public Affairs and Divisions of Reactor Projects (DRP) and Reactor Safety (DRS) on content and planning for emergent communications (e.g. event notifications, preliminary notifications) and outreach activities.
 2. Coordinate with Regional DRP and DRS on scheduling, participation/resources and content for local outreach meetings.

VI. APPENDIX

Appendix A: Handbook on RSLO Guidance
Appendix B: List of Acronyms
Appendix C: List of Helpful Web Sites
Appendix D: RSLO Job Related Training Courses

VII. REFERENCES

None

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 ADAMS are listed below.

No.	Date	Document Title/Description	Accession Number
1	12/5/05	STP Procedure SL-100	ML061170420