

NRC Management Directives

Web Assistance for MD Preparation, Editing, and Review

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Working Groups

▶ **Working Group to Develop Hierarchy of NRC Internal Policy and Guidance Documents (June 2009)**

▶ **Working Group to Review Management Directives Program (April 2006)**

Working Group to Develop Hierarchy of NRC Internal Policy and Guidance Documents (June 2009)

In July 2008, the Office of the Inspector General (OIG) issued "Memorandum Report: Audit of the NRC's Controls Over the Process for Eliminating Management Directives" (OIG-08-A-14) (ML082000929). The OIG recommended that the NRC develop and publish an official hierarchy of NRC guidance (Recommendation 2).

An agencywide working group (WG) led by the Office of Administration (ADM) convened from May 2009 through June 2009. The WG members provided lists of internal policy and guidance documents used in their offices and regions, categorized the documents, agreed on a hierarchy structure, and resolved conflicting comments by consensus. ADM recorded the WG actions, including approach, schedule, and meetings, in an action plan.

On June 9, 2009, the WG finalized the hierarchy comprising a diagram translating equivalent document categories supplemented by a document census, which includes document locations. ADM recorded WG comments in a comment resolution document. The Director of ADM forwarded the hierarchy documents to the OIG in July 2009.

▶ **Action Plan: Hierarchy of NRC Internal Policy and Guidance Documents**

▶ **General Categories for NRC Hierarchy of Internal Policy and Guidance Documents and NRC Internal Policy and Guidance Documents 6 June 2009 (ML091630335)**

▶ **Comment Resolution Document**

Update

▶ **General Categories for NRC Hierarchy of Internal Policy and Guidance Documents and NRC Internal Policy and Guidance Documents 3 August 2009**

(unpublished, interim version 1.1, that includes additions on page 13)

For more information about the working group or hierarchy, e-mail Directives.Resource@nrc.gov or contact Helen Chang, MD Team Leader, at 301-492-3672.

Working Group Documents Meetings

- ▶ Working Group Concurrence - 28 May 2009 (ML091600125)
 - [Hierarchy Diagram](#)
 - [Census Document](#)
 - [Comment Resolution Document](#)
- ▶ Kickoff Meeting - 16 April 2009 (ML091130354)
 - [Kickoff Meeting Presentation](#)
 - [Kickoff Meeting Notes](#)
 - [Hierarchy Diagram](#)
 - [Working Group Timeline](#)
- ▶ Comment Resolution Meeting - 21 May 2009 (ML091600133)
 - [Meeting Notes](#)

Working Group to Review Management Directives Program (April 2006)

The Executive Director for Operations (EDO) asked NRC staff to review the Management Directives (MD) Program in order to see how it could be improved, kept more up to date, and made more responsive to NRC needs.

An interoffice working group led by the Office of Administration (ADM) conducted a review of the agency's MD program from June 2005 through April 2006. The group's findings and recommendations are set out in its final report. The Director of ADM and the Deputy Executive Director for Information Services and Administration forwarded the report to the EDO in November 2006.

- ▶ [Final Report of the MD Working Group](#) July 2006
- ▶ [Executive Summary and List of Recommendations](#)
- ▶ [Memorandum to the EDO](#) 11/7/06

In December 2006, the EDO approved the recommendations of the Working Group and directed ADM to take the lead in implementing the suggested process improvements.

- ▶ [EDO Update](#) 12/1/06

For more information about the working group, the final report, or ADM's ongoing implementation effort, e-mail Directives.Resource@nrc.gov or contact Helen Chang, MD Team Leader, at 301-492-3672.

Working Group Documents

- ▶ [Charter](#)
- ▶ [WG Roster](#)
- ▶ [Updated Action Plan](#) 12/05/06
- ▶ [Communication Plan](#)
- ▶ [Enhancements Memo](#)
- ▶ [10/19/05 Slides](#)
- ▶ [Other Agency Practices](#)

Other Federal Agency MD Systems

- ▶ [US Department of Agriculture](#)
- ▶ [National Institutes of Health](#)

Meeting Minutes

- ▶ [15 June 2005](#)
- ▶ [29 June 2005](#)
- ▶ [14 July 2005](#)
- ▶ [04 August 2005](#)
- ▶ [18 August 2005](#)
- ▶ [01 September 2005](#)
- ▶ [15 September 2005](#)
- ▶ [29 September 2005](#)
- ▶ [13 October 2005](#)
- ▶ [27 October 2005](#)
- ▶ [10 November 2005](#)
- ▶ [01 December 2005](#)

- ▶ [Department of Interior](#)
 - ▶ [NASA](#)
 - ▶ [Department of Labor \(OSHA\)](#)
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 - ▶ [Department of Energy](#)
 - Focus Group Questions**
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updated 5 November 2010

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