

Pham, Bo

From: Pham, Bo
Sent: Monday, August 23, 2010 12:12 PM
To: Galloway, Melanie
Subject: RE: Periods at the End of Sentences

Melanie,

I've instructed my staff to continue using one space for the Cooper SER, DAEC SER, and DAEC FSEIS, since the drafts for these have already gone out in that style. Going fwd, starting with Salem & HC DSEIS and SER, we'll be using 2 spaces.

Let me know if you have objections to that. Thanks.

From: Galloway, Melanie
Sent: Monday, August 23, 2010 7:04 AM
To: Robinson, Jay; Pham, Bo; Wrona, David; Pelton, David; Dozier, Jerry; Auluck, Rajender; Imboden, Andy
Cc: Holian, Brian; Lund, Louise
Subject: RE: Periods at the End of Sentences

Thanks very much, Jay.

All, your Division management looks forward to this consistency.

From: Robinson, Jay
Sent: Friday, August 20, 2010 1:23 PM
To: Pham, Bo; Wrona, David; Pelton, David; Dozier, Jerry; Auluck, Rajender; Imboden, Andy
Cc: Galloway, Melanie; Holian, Brian; Lund, Louise
Subject: Periods at the End of Sentences

NUREG-1379, Rev. 2, "NRC Editorial Style Guide" states the following: "Use a period at the end of a sentence. Add two spaces between sentences in all NRC correspondence. For any other document, follow the style guidance provided by the office for which it is prepared." I checked with the NRR front office who indicated that NRR is using two spaces between sentences for all documents. I did a check of last 12 NUREGs that were issued and 8 published by others used two spaces and the 4 published by DLR used 1 space or a combination of 1 and 2 spaces.

To close this issue and to be consistent with the rest of the agency, please advise your staff that in all of their documents no matter what they are, that they are to use 2 spaces after a period between sentences. It looks like this should be able to be incorporated in the SERs for Duane Arnold and forward and the SEIS for Palo Verde and forward.

NUREG-1379, Rev. 2 also states to use one space after a semicolon and that for all NRC correspondence, when using a colon within a sentence, follow it with two spaces. It also states that for any other document, apply the style guidance provided by the office for which it is prepared. The NRR front office indicated that they follow this guidance as well. Please advise your staff to follow the above also.

In summary: Two spaces after a period at the end of a sentence. Once space after a semicolon. Two spaces after a colon in a sentence.

If you have any questions, let me know. Thanks. Jay.