



REASONABLE ASSURANCE CERTIFICATION
(WITHOUT EXCEPTIONS)

This is to certify that as of October 11, 2011, there is reasonable assurance that internal control in the Office of Congressional Affairs is adequate to achieve the following objectives:

- Programs are achieving their intended results;
- Resources are being used consistently with the agency's mission;
- Programs and resources are protected from waste, fraud, and mismanagement;
- Laws and regulations are followed; and
- Reliable and timely information is obtained, maintained, reported, and used for sound decision-making.

In reaching this determination, I relied on all available sources of information, including those identified in Management Directive 4.4, *Internal Control*, and the accompanying Handbook. The specific sources of information used to reach my certification are identified in the attachment to this certification.

Rebecca Schmidt
Signature

10/11/11
Date

Rebecca Schmidt
Printed Name

Director of Congressional Affairs
Title

In addition to management's knowledge gained from the daily operation of agency programs and systems, the Office of Congressional Affairs uses sources including the following to document the other sources of information relied upon to conduct the annual assessment of internal controls.

Laws

- AEA as amended, which lays out Congressional Affairs mission
- other reporting requirements included in Federal law, such as EPOA 2005

External Regulations from other Federal Agencies

- applicable OMB Circulars
- GSA Travel Regulations,
- Federal Acquisition Regulations

NRC Management Directives and Handbooks

- sources of information identified in Management Directive 4.4
- all applicable Management Directive

NRC Office Policies and Procedures

- internal Commission procedures that apply to OCA

Information from Congressional Committees

- any applicable GAO reports, OIG findings

Other activities

- informal "lessons learned" within OCA
- meetings with OCA staff, feedback gained

Comments

- As a small office, we are able to quickly identify and assess needs and make changes to improve our practices. However, we do not have the extensive procedures, 10 CFR application responsibilities, etc. of the larger EDO offices.