

November 1, 2011

Mr. Daniel Werfel, Controller
Office of Management and Budget
New Executive Office Building
725 17th Street, NW
Washington, DC 20503

Dear Mr. Werfel:

In accordance with the Office of Management and Budget (OMB) memorandum (M-11-32), "Accelerating Payments to Small Businesses for Goods and Services," the U.S. Nuclear Regulatory Commission (NRC) has reviewed its process for making payments to small businesses. Our review of current practice indicates that 67 percent of the Agency's payments to small businesses are paid within 15 days or less. In order to reach the goal of reducing all small business payments to within 15 days, the NRC will modify its small business payments process by reducing the current timeframe between steps in the process for verifying and approving small business invoices.

Our plan is to have the new payment process fully implemented by November 7, 2011. During the transition phase, we will be codifying the new payment process into our business procedures; this includes communicating the new requirements to our project managers and contract specialists. In addition, since the NRC accounts payable function is outsourced we will impose the new expectations to our service provider.

The NRC has determined that November 7, 2011, is the most practicable date of deployment in order to ensure that the NRC successfully coordinates within the agency and with our service provider. Once the new payment process for small businesses is implemented, the NRC anticipates being fully compliant with the requirements as outlined in OMB M-11-32. In order to ensure continued success the NRC will develop an agency-level performance metric, which will allow us to monitor and track NRC's performance in paying small business and make adjustments if necessary.

The senior official responsible for overseeing this policy is Mr. Reginald W. Mitchell, Controller, Office of the Chief Financial Officer. He can be reached by telephone at (301) 415-7379 or by e-mail at Reggie.Mitchell@nrc.gov.

Sincerely,

/RA/

J. E. Dyer
Chief Financial Officer

November 1, 2011

Mr. Daniel Werfel, Controller
Office of Management and Budget
New Executive Office Building
725 17th Street, NW
Washington, DC 20503

Dear Mr. Werfel:

In accordance with the Office of Management and Budget (OMB) memorandum (M-11-32), "Accelerating Payments to Small Businesses for Goods and Services," the U.S. Nuclear Regulatory Commission (NRC) has reviewed its process for making payments to small businesses. Our review of current practice indicates that 67 percent of the Agency's payments to small businesses are paid within 15 days or less. In order to reach the goal of reducing all small business payments to within 15 days, the NRC will modify its small business payments process by reducing the current timeframe between steps in the process for verifying and approving small business invoices.

Our plan is to have the new payment process fully implemented by November 7, 2011. During the transition phase, we will be codifying the new payment process into our business procedures; this includes communicating the new requirements to our project managers and contract specialists. In addition, since the NRC accounts payable function is outsourced we will impose the new expectations to our service provider.

The NRC has determined that November 7, 2011, is the most practicable date of deployment in order to ensure that the NRC successfully coordinates within the agency and with our service provider. Once the new payment process for small businesses is implemented, the NRC anticipates being fully compliant with the requirements as outlined in OMB M-11-32. In order to ensure continued success the NRC will develop an agency-level performance metric, which will allow us to monitor and track NRC's performance in paying small business and make adjustments if necessary.

The senior official responsible for overseeing this policy is Mr. Reginald W. Mitchell, Controller, Office of the Chief Financial Officer. He can be reached by telephone at (301) 415-7379 or by e-mail at Reggie.Mitchell@nrc.gov.

Sincerely,

/RA/

J. E. Dyer
Chief Financial Officer

Distribution:

OCFO/DOC RF

Adams Yes No Initials: _____

Publicly Available Non-Publicly Available Sensitive Non-Sensitive

Document Name: G:\Controller\OMB Deliverables\small business payments memo to OMB.docx

*See previous concurrence

To receive a copy of this document, indicate in the box:

"C" = Copy without enclosure "E" = Copy with enclosure "N" = No copy

OFFICE	OCFO/DOC/PPB	OCFO/DOC/PPB	OCFO/DDOC	OCFO/DOC	DCFO	CFO
NAME	GRobinson/bb	ELegrand	MKaplan	RMitchell*	MBrown	JEDyer
DATE	11/ /11	11/ /11	11/ /11	11/01/11	11/ /11	11/ /11

OFFICIAL RECORD COPY