



UNITED STATES
NUCLEAR REGULATORY COMMISSION
WASHINGTON, D.C. 20555-0001

**OFFICE OF THE
INSPECTOR GENERAL**

July 18, 2012

MEMORANDUM TO: R. W. Borchardt
Executive Director for Operations

FROM: Stephen D. Dingbaum */RA/*
Assistant Inspector General for Audits

SUBJECT: STATUS OF RECOMMENDATIONS: AUDIT OF NRC's
ILEARN LEARNING MANAGEMENT SYSTEM
(OIG-11-A-16)

REFERENCE: CHIEF HUMAN CAPITAL OFFICER MEMORANDUM
DATED JUNE 13, 2012

Attached is the Office of the Inspector General's (OIG) analysis and status of the recommendations as discussed in the agency's response dated June 13, 2012. Based on this response, recommendations 4 and 5 are closed. Recommendations 1, 2, and 3 were closed previously. All recommendations relating to this report are now closed.

If you have any questions or concerns, please call me at 415-5915 or Kathleen Stetson, Team Leader, at 415-8175.

Attachment: As stated

cc: D. Ash, OEDO
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Audit Report

AUDIT OF NRC'S ILEARN LEARNING MANAGEMENT SYSTEM

OIG-11-A-16

Status of Recommendations

Recommendation 4: Develop and implement written policies and procedures describing course manager duties and responsibilities.

Agency Response

Dated June 13, 2012:

HRTD developed and implemented written policies and procedures describing course manager iLearn duties and responsibilities. These policies and procedures are documented in HRTD Operating Procedure 0702 and are based on iLearn system roles for Power Administrators and Course Managers.

These roles are defined in the "Resource Guide for Course Managers." The Resource Guide provides a summary of the Course Manager iLearn roles and links to the job aids describing the detailed process for accomplishing each iLearn role.

In addition to developing these written policies and procedures, HRTD conducted in-person Course Manager training at the Technical Training Center and Headquarters in August and September, 2011.

Completion Date: June 4, 2012

OIG Analysis:

OIG reviewed HRTD Operating Procedure 0702 and the Resource Guide for Course Managers developed and implemented by HRTD, and determined that they adequately describe course manager duties and responsibilities. This recommendation is therefore considered closed.

Status:

Closed.

Audit Report

AUDIT OF NRC'S ILEARN LEARNING MANAGEMENT SYSTEM

OIG-11-A-16

Status of Recommendations

Recommendation 5: Provide mandatory training to course managers specific to their iLearn duties and responsibilities.

Agency Response

Dated June 13, 2012:

HRTD developed online Course Manager training and made it available through iLearn. This training is required for all Course Managers. As of June 4, 80% of course managers have completed the training. Any course manager that does not complete the training by July 2, 2012 will have their course manager access permissions to iLearn suspended until the training is completed. Effective June 1, 2012, new course managers are required to complete the training prior to receiving access permissions.

Completion Date: June 4, 2012

OIG Analysis:

OIG reviewed the training developed by HRTD for course managers specific to their iLearn duties and responsibilities. OIG requested an iLearn report showing how many course managers completed the training and how many access permissions were suspended. On July 12, 2012, OIG received an iLearn report showing that 100 percent of the course managers completed the mandatory training. This recommendation is therefore considered closed.

Status:

Closed.