



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

**OFFICE OF THE  
INSPECTOR GENERAL**

October 9, 2014

MEMORANDUM TO: Mark A. Satorius  
Executive Director for Operations

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

SUBJECT: STATUS OF RECOMMENDATIONS: AUDIT OF NRC'S NON-  
CONCURRENCE PROCESS (OIG-11-A-02)

REFERENCE: DIRECTOR, OFFICE OF ENFORCEMENT,  
MEMORANDUM DATED SEPTEMBER 25, 2014

Attached is the Office of the Inspector General's analysis and status of recommendation 4 as discussed in the agency's response dated September 25, 2014. Based on this response, recommendation 4 remains in resolved status. Recommendations 1, 2, 3, 5, 6, 7, and 8 were previously closed. Please provide an updated status of the resolved recommendation by October 31, 2014.

If you have any questions or concerns, please call me at 415-5915 or Sherri Miotla, Team Leader, at 415-5914.

Attachment: As stated

cc: M. Galloway, OEDO  
K. Brock, OEDO  
J. Arildsen, OEDO  
C. Jaegers, OEDO  
P. Holahan, OE  
RidsEdoMailCenter

## Audit Report

### AUDIT OF NRC'S NON-CONCURRENCE PROCESS

OIG-11-A-02

#### Status of Recommendations

Recommendation 4: Make non-concurrence process training available in an on-demand format to all staff and managers.

Agency Response Dated  
September 25, 2014:

The agency's learning management tool, iLearn, will serve as a medium where Non-Concurrence Process (NCP) training will be routinely available to all staff and managers when they need it. The Office of Enforcement (OE) collaborated with the Office of the Chief Human Capital Office (OCHCO) to create voluntary NCP on-line, on-demand training for all staff and managers.

On September 2, 2014, OE submitted to OCHCO's Professional Development Branch the enclosed NCP training module which will be developed as a knowledge asset presentation for input in iLearn.

The NCP training module effectively communicates policies, objectives, responsibilities, authorities, requirements, and information to all employees that are essential human capital practices that help to ensure employees have the knowledge and skills to perform their job and accomplish the agency mission.

In addition, the NCP training module will be highlighted on the [NCP Web site](#) and will complement a comprehensive list of job aids including an enhanced NCP overview, Frequently Asked Questions, an interactive process flow chart, and releasability review guidelines. To further highlight and raise awareness of the NCP for all employees, OE has taken action to post all new NCP cases on the Web site as "pending" along with the closed cases already on the Web site.

Also, OE has developed a revised NCP Form which includes step-by-step instructions and implementation guidance for inclusion on the NCP Web site. These tools will further promote successful implementation of the program.

## Audit Report

### AUDIT OF NRC'S NON-CONCURRENCE PROCESS

OIG-11-A-02

#### Status of Recommendations

Recommendation 4 (cont).: Finally, since the NCP Management Directive 10.158 was published in March 2014, OE has conducted several voluntary outreach sessions to improve awareness and understanding. Training participants will receive one hour of training credit.

OE will continue to collaborate with OCHCO and the Office of Small Business and Civil Rights (SBCR) to evaluate the concept of including key messages for the NCP into existing training for all employees and supervisory training.

Completion date: The NCP online, on-demand training module was provided to OCHCO on September 2, 2014. OCHCO anticipates implementing the training module in iLearn by September 30, 2014. Once the training module is in iLearn, OE will notify the Office of the Inspector General (OIG) and provide an iLearn identification number in order for OIG to review the training module to ensure it satisfies OIG's requirement as described in recommendation 4.

P.O.C: Renée Pedersen, OE, in coordination with OCHCO and SBCR.

OIG Analysis: The proposed action meets the intent of OIG's recommendation. At the time of this review, the training was still not posted in iLearn. OIG will close this recommendation after reviewing the on-line, on-demand, NCP-related training in iLearn.

**Status:** Resolved.