



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

**OFFICE OF THE  
INSPECTOR GENERAL**

August 13, 2015

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  
WEB-BASED LICENSING SYSTEM (OIG-15-A-17)

REFERENCE: DEPUTY EXECUTIVE DIRECTOR FOR MATERIALS,  
WASTE, RESEARCH, STATE, TRIBAL AND COMPLIANCE  
PROGRAMS, MEMORANDUM DATED JULY 29, 2015.

Attached is the Office of the Inspector General's (OIG) analysis and status of recommendations as discussed in the agency's memorandum dated July 29, 2015. Based on this memorandum, recommendations 1, 2, 3, and 4 are resolved. Please provide an updated status of recommendations 1, 2, 3, and 4 by June 30, 2016.

If you have any questions or concerns, please call me at 415-5915 or Beth Serepca, Team Leader, at 415-5911.

Attachment: As stated

cc: M. Weber, OEDO  
M. Galloway, OEDO  
B. Pham, OEDO  
J. Jolicoeur, OEDO  
J. Arildsen, OEDO  
C. Haney, NMSS  
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## Audit Report

### AUDIT OF NRC'S WEB-BASED LICENSING SYSTEM

OIG-15-A-17

#### Status of Recommendations

Recommendation 1: Develop and implement agencywide standardized business processes for WBL use, and develop appropriate guidance.

Agency Response  
Dated July 29, 2015:

Agree. In September 2014, the Office of Nuclear Material Safety and Safeguards (NMSS) established the U.S. Nuclear Regulatory Commission (NRC) National Materials Users Program Working Group (WG). Representatives from NMSS and Regions I, III, and IV participate in this group and evaluate procedures, processes, and products (PPP) for the opportunity to enhance consistency, efficiency and effectiveness. Recommendations for changes to PPP are worked through staff and Branch Chiefs within each Region. Each recommendation is presented to the Steering Committee, which includes the NMSS Director of the Division of Material Safety, State, Tribal and Rulemaking Programs (MSTR) and the Regional Directors of the Divisions of Nuclear Materials Safety (DNMS). The Steering Committee evaluates each recommendation for implementation and identifies the organization that will lead the change.

Based on the recommendations from the Working Group, the Steering Committee will approve agency wide standardized business processes for WBL and will delegate the development of appropriate guidance to the responsible organization. Staff efforts began in November 2014 and the Steering Committee recently approved the first round of recommendations in May 2015.

## Audit Report

### AUDIT OF NRC'S WEB-BASED LICENSING SYSTEM

OIG-15-A-17

#### Status of Recommendations

Recommendation 1 (cont.):

Agencywide standardized business processes for WBL will be rolled out in a phased approach beginning early calendar year 2016 and will be incorporated into the WBL User Guide.

Completion Date: December 31, 2016

OIG Analysis:

The proposed corrective actions meet the intent of the recommendation. OIG will close this recommendation when NRC develops and implements agencywide standardized business processes for WBL, and develops appropriate guidance.

**Status:**

Resolved.

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### AUDIT OF NRC'S WEB-BASED LICENSING SYSTEM

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#### Status of Recommendations

Recommendation 2: Revise WBL roles to require license reviewers and materials inspectors to process their work directly in WBL.

Agency Response Dated  
July 29, 2015:

Agree. Similar to Response 1, the transition to license reviewers and materials inspectors to process their work directly in WBL will be rolled out in a phased approach beginning in early calendar year 2016.

Completion Date: December 31, 2016

OIG Analysis:

The proposed corrective actions meet the intent of the recommendation. OIG will close this recommendation when NRC demonstrates that WBL roles have been revised to require license reviewers and materials inspectors to process their work directly in WBL.

**Status:**

Resolved.

## Audit Report

### AUDIT OF NRC'S WEB-BASED LICENSING SYSTEM

OIG-15-A-17

#### Status of Recommendations

Recommendation 3: Develop and implement quality assurance mechanisms for confirmation of data changes in WBL.

Agency Response  
Dated July 29, 2015:

Agree. As mentioned in the response to Recommendation 1, NMSS established the NRC National Materials Users Program Working Group. Through its charter, this WG is tasked with developing an annual assessment of licensing and inspection activities to ensure a high quality materials program. As mentioned above, the Steering Committee will approve the quality assurance program for WBL and delegate the development of the appropriate procedures and guidance to the responsible organization. In May 2015, the Steering Committee approved the development of a License Reviewer Checklist which is an integral part of a comprehensive quality assurance program. Development of quality assurance mechanisms will continue to evolve as process changes are phased into the WBL standard business practices and will be incorporated into the WBL User Guide.

Completion Date: June 30, 2017

OIG Analysis: The proposed corrective actions meet the intent of the recommendation. OIG will close this recommendation when NRC demonstrates that it has developed and implemented quality assurance mechanisms for confirmation of data changes in WBL.

**Status:** Resolved.

## Audit Report

### AUDIT OF NRC'S WEB-BASED LICENSING SYSTEM

OIG-15-A-17

#### Status of Recommendations

Recommendation 4: Solicit inspection staff input to identify user needs for enhancement of WBL inspection module functionality.

Agency Response  
Dated July 29, 2015:

Agree. NMSS will meet with the Regional Inspection staff to identify user needs for enhancement of WBL inspection module functionality. Once complete, the list of user needs will be prioritized by the Branch Chiefs who will be responsible for informing the NMSS/MSTR Division Director and the Regional DMNS Division Directors of the prioritization. This list will then be processed through the normal WBL maintenance release cycle, utilizing the WBL Change Control Board (an existing standard business process). Once the list is incorporated into the change control process for the WBL maintenance releases, NMSS will consider this task closed.

Completion Date: June 30, 2016

OIG Analysis: The proposed corrective actions meet the intent of the recommendation. OIG will close this recommendation when NRC demonstrates that it has solicited inspection staff input to identify user needs for enhancement of WBL inspection module functionality.

**Status:** Resolved.