



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

**OFFICE OF THE
INSPECTOR GENERAL**

January 20, 2016

MEMORANDUM TO: Victor M. McCree
Executive Director for Operations

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

SUBJECT: STATUS OF RECOMMENDATIONS: AUDIT OF NRC'S
FREEDOM OF INFORMATION ACT PROCESS
(OIG-14-A-17)

REFERENCE: DIRECTOR, OFFICE OF THE CHIEF OF INFORMATION
OFFICER, MEMORANDUM DATED DECEMBER 22, 2015

Attached is the Office of the Inspector General's analysis and status of recommendations as discussed in the agency's response dated December 22, 2015. Based on this response, recommendations 2 and 5 are closed and recommendations 1 remains in resolved status. Recommendations 3, 4, 6, 7, 8, and 9 were previously closed. Please provide an updated status of the resolved recommendation by December 31, 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: F. Brown, OEDO
B. Pham, OEDO
J. Jolicoeur, OEDO
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AUDIT REPORT

AUDIT OF NRC'S FREEDOM OF INFORMATION ACT PROCESS

OIG-14-A-17

Status of Recommendations

Recommendation 1: Implement technology, such as RedactXpress, in the regions and larger program offices to more efficiently process FOIA requests.

Agency Response Dated
December 22, 2015:

This task has begun, and will continue until the MD 3.1 is revised to require electronic processing. OE and OIG have fully transitioned to utilizing RedactXpress to review and bracket records. OCIO continues to encourage program offices to use Adobe to bracket FOIA documents. On November 4, 2015, a draft of the Management Directive and Handbook MD 3.1 was submitted to program offices and regional offices for comments. One of the proposed revisions to MD 3.1, is making electronic bracketing of documents a requirement. The revised MD is scheduled for publication in FY 16.

Target Completion Date: June 6, 2016

OIG Analysis: The proposed action continues to meet the intent of the recommendation. This action will be closed when OIG receives verification that MD 3.1 was revised to include the requirement for electronic processing and that the technology is implemented.

Status: Resolved.

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OIG-14-A-17

Status of Recommendations

Recommendation 2: Conduct annual reviews to determine the feasibility of upgrading technology within OIS to more efficiently process FOIA requests.

Agency Response Dated December 22, 2015: In October 2015, OCIO upgraded to FOIAXpress 9.20. OCIO reviewed its technology requirements and determined that the agency will gain efficiencies in its FOIA process if it utilized Adobe and SharePoint.

Target Completion Date: October 31, 2016 (annually)

OIG Analysis: OIG received verification that the first annual review has been conducted and OCIO upgraded from FOIAXpress 9.0 to FOIAXpress 9.20 and also verified that a similar assessment will be performed each year. This recommendation is therefore considered closed.

Status: Closed.

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Status of Recommendations

Recommendation 5: Obtain DOJ FOIA e-learning training modules and encourage all agency staff to pursue completion through annual agency communications.

Agency Response Dated December 22, 2015: DOJ E-FOIA training modules are available in iLearn. In October FOIA coordinators were notified about the availability of two new DOJ E-FOIA training modules in iLearn for all staff. OCIO will submit an agencywide announcement annually.

OIG Analysis: OIG verified that the training is in iLearn and accepts the agency's approach to encourage all agency staff to complete the training annually as fulfilling the intent of the recommendation. This recommendation is therefore considered closed.

Status: Closed.