

Nuclear Regulatory Commission Response to Senate Appropriations Committee's Report

The Senate Appropriations Committee's Report associated with the Energy and Water Development and Related Agencies Appropriations Act, 2016, stated:

The Committee is concerned about the millions of taxpayer dollars spent on wasteful printing practices each year and the lack of clear printing policies within each of the agencies. While progress has been made to better utilize the cloud and digitalize records, little progress has been made to reform in-house printing practices. The Committee directs each agency to work with Office of Management and Budget to reduce printing and reproduction by 34 percent and report to the Committee within 60 days after enactment of this Act on what steps have been taken to reduce printing volume and costs. The report should specifically identify how much money each agency will be saving.

In response to the Senate Appropriations Committee's Report, the Nuclear Regulatory Commission (NRC) has developed and is implementing an agencywide print strategy which will reduce the volume and associated costs of printing and reproduction. The NRC will work with Office of Management and Budget (OMB) and expects to meet or exceed the goal set forth by the Senate Appropriations Committee's Report of reducing printing and reproduction volume by 34 percent, through implementation of its agencywide print strategy. In addition, the NRC has performed a preliminary analysis and estimates that after all strategic changes have been implemented, the agency will save \$800,000 per year in printing and reproduction costs.

The NRC's agencywide print strategy consists of both near-term and long-term actions. As part of its near-term strategy, the NRC has performed the following actions:

- 1) Initiated an assessment to analyze the NRC's fleet of printers; scanners; and copiers, and identified opportunities to improve efficiency. The assessment provided verification of the NRC's baseline inventory and recommendations to agency stakeholders, leaders, and decision-makers on the benefits and cost savings associated with a comprehensive print management strategy.
- 2) Developed an acquisition strategy by applying best practices from the General Services Administration (GSA) and other Federal agencies. This new acquisition strategy will allow the NRC to leverage economies of scale, utilize small business competition to procure multi-functional devices to replace the existing fleet, and have the option to implement managed print services.
- 3) Changed default settings on all network printers to dual sided and monochrome (printing in black). These settings will help lower the volume of paper used, and reduce toner cost by using black toner rather than color toner.
- 4) Prohibited the procurement of new personal desktop printers (with the exception of employees with approved reasonable accommodation documentation).
- 5) Began shifting to all-electronic processing of Freedom of Information Act requests, which will reduce the amount of printing and reproduction significantly.

- 6) Began a communication strategy that includes announcements to agency staff and meetings with internal stakeholders and offices.
- 7) Began development of an agencywide print policy aimed at reducing volume and costs of printing and reproduction.

Additionally, as part of its near-term strategy, the NRC plans to:

- 1) Significantly reduce the number of personal desktop printers in the agency by the end of calendar year 2016.
- 2) Expand the use of projectors during meetings instead of providing hand-outs or printed materials.
- 3) Develop a process for removal or disposal of devices.
- 4) Continue the transition plan from current vendors to a single vendor.
- 5) Implement change management strategies recommended by a government-wide awareness campaign designed to help Federal agencies print less and make cost-cutting print decisions.
- 6) Formalize a print policy that highlights the need to reduce the amount and cost of printing and reproduction in the agency.

As part of its overarching, long-term strategy, the NRC plans to:

- 1) Evaluate the usage of Personal Identification Verification (PIV) and/or "follow-me" print on the new multi-functional devices, which allow print jobs to be released with a user's PIV card.
- 2) Finalize replacement of multi-functional devices, including maintenance and supplies, under a new acquisition.
- 3) Continue maturing print policy by using best practices recommended by GSA, and adopting the PrintWise government-wide awareness campaign designed to help Federal agencies print less and make cost-cutting print decisions.
- 4) Maintain regular consultation with OMB regarding progress on reducing volume and costs of printing and reproduction, as well as additional best-practices.

The NRC is confident that implementation of this agencywide comprehensive print strategy will improve the efficiency of the agency's in-house printing and reproduction practices.