



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

March 31, 2016

MEMORANDUM TO: Those on the Attached List

FROM: Victor M. McCree */RA/*  
Executive Director for Operations

Maureen E. Wylie */RA/*  
Chief Financial Officer

SUBJECT: FORMATION OF THE PROGRAMMATIC SENIOR  
ASSESSMENT TEAM

The purpose of this memorandum is to request participation from offices in the agency's Programmatic Senior Assessment Team (PSAT). The PSAT formalizes a governance body to direct the assessment of internal control over program operations, as stated in [Management Directive 4.4, Internal Control](#). The PSAT builds on existing Memoranda of Understanding among the business/product line leads and partner offices regarding roles and responsibilities to continue to meet reasonable assurance requirements in the *Federal Managers' Financial Integrity Act* and its implementing guidance, U.S. Office of Management and Budget (OMB) Circular A-123, *Management's Responsibility for Internal Control*.

The objective of the PSAT is to ensure that program managers and staff are accountable for meeting their responsibility for adhering to internal controls, as recommended in the Audit of the U.S. Nuclear Regulatory Commission's Reactor Business Lines' Compliance with Agency Non-Financial Internal Control Guidance ([OIG-15-A-16](#)). Additionally, the PSAT will position the agency to proactively meet OMB's forthcoming update to Circular A-123, which will emphasize Enterprise Risk Management.

We propose to leverage the existing Quarterly Performance Review (QPR) process to preclude the need to develop a separate process and meeting. The QPR is an ideal forum to elevate significant internal control or risk management issues from the business/product line level to the enterprise-wide level. We plan to convene the first PSAT as part of the QPR meeting for Fiscal Year (FY) 2017, Quarter 1. The FY 2017 Performance Management guidance will provide implementation details.

CONTACT: Robert J. Lewis, OEDO/AO  
(301) 415-1712

Therefore, we request participation by Office Directors for lead offices who certify reasonable assurance for business/product lines. Specifically, we request the following members:

- Office Director, Office of Nuclear Reactor Regulation, Operating Reactors Business Line (BL)
- Office Director, Office of New Reactors, New Reactors BL
- Office Director, Office of Nuclear Material Safety and Safeguards, Materials and Waste BLs
- Office Director, Office of Small Business and Civil Rights, Outreach Product Line (PL)
- Chief Information Officer, Information Technology and Information Management PLs
- Chief Human Capital Officer, Human Resources Management and Training PLs
- Office Director, Office of Administration, Administrative Services and Acquisitions PLs
- Performance Improvement Officer (Assistant for Operations, Office of the Executive Director for Operations)

Enclosure: Charter for the Programmatic Senior Assessment Team

cc: H. Bell, IG

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- Office Director, Office of Administration, Administrative Services and Acquisitions PLs
- Performance Improvement Officer (Assistant for Operations, Office of the Executive Director for Operations)

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OFFICE	CFO	EDO
NAME	MEWylie	VMMcCree
DATE	03/25/16	03/31/16

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MEMORANDUM TO THOSE ON THE ATTACHED LIST DATED

March 31, 2016

SUBJECT: FORMATION OF THE PROGRAMMATIC SENIOR ASSESSMENT TEAM

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