

# Government Benchmarking

**2017 NIRMA Conference**

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**U.S.NRC**

United States Nuclear Regulatory Commission

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*Protecting People and the Environment*

# Session Overview

- Executive Order 13558, “Controlled Unclassified Information” (CUI)
- M-12-18, Managing Government Records Directive
- NARA Bulletin 2017-01, RM Training Requirements
- NARA’s email on Electronic Messaging and Encrypted Messages
- NARA’s annual reporting requirements
- AC 27.2017, Records Management Contract Language
- M-17-22, Comprehensive Plan for Reforming the Federal Government and Reducing the Federal Civilian Workforce

# Controlled Unclassified Information (CUI)

- Purpose
- 32 CFR Part 2002
- NARA is Executive Agent
- Registry located at [www.archives.gov/cui](http://www.archives.gov/cui)
- Steps to Implement
  - Develop Policy
  - Develop Training
  - Train staff and contractors
  - Implementation for licensees
- No impact on FOIA

# CUI Registry: Nuclear–Safeguards Information

CUI Registry: Nuclear-Safeguards Information | National Archives

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## CUI Registry: Nuclear-Safeguards Information

Category/Subcategory:	Nuclear-Safeguards Information
Category Description:	Related to protection of information concerning nuclear reactors, materials, or security.
Subcategory Description:	Pursuant to 42 USC 2011, et seq., and as defined in 10 CFR 73.2, SSI relates to security related information concerning the physical protection of source, byproduct or special nuclear material and the detailed security measures for facilities and information contained within security plans.
Marking:	SSI

- CUI Specified authorities include specific handling practices that differ from general CUI requirements. For Specified authorities, references individual Safeguarding/Dissemination control citations for distinct requirements.
- Whether CUI is Basic or Specified is determined by the applicable Safeguarding and/or Dissemination Authority for that CUI.
- Each "Safeguarding and/or Dissemination Authority" citation links to the statute, regulation or government-wide policy authorizing the control of that information as CUI.
- Each "Sanctions" authority links to the statute, regulation or government-wide policy that includes penalties for CUI misuse of CUI for the associated "Safeguarding and/or Dissemination Authority" in the same line.

Safeguarding and/or Dissemination Authority	Basic or Specified	Sanctions
10 CFR 73	Specified	10 CFR 73.81

Authority links are updated based on regular re-publication of the United States Code and Code of Federal Regulations, and the CUI Registry maintenance schedule.

The U.S. National Archives and Records Administration  
100945A-9479, v. 1400-073-022

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## M-12-18

- Managing Government Records Directive
- Capture emails of high-ranking officials electronically
- Manage permanent records electronically
- Designate Senior Agency Official
- Agency Records Officer must be trained
- Establish records management training
- NARA requirements

# NARA Bulletin 2017-01

- Agency Records Management Training Requirements
- Minimum requirements for agency records management training programs
  - Who must take training
  - How often the training must be provided
- Supplements general training requirements in 36 CFR 1220.34.
- Content must include minimum content areas plus content specific to the organization
- Includes promising practices

# Electronic Messaging and Encrypted Messages

- “Records Management Priorities for 2017”
- Electronic messaging and encrypted messages
  - All electronic messages
  - Includes alias or group accounts
  - Use of non-official electronic messaging accounts
  - Applications that support encryption or the ability to automatically delete messages
- Managing web records
  - Schedule records and data sets on web sites
- Ensuring all staff are properly trained in RM
  - How often, who, mandatory content

# Annual Reporting to NARA

- Senior Agency Official (SAO) report
- Supplemental report on email
- Records Management Self Assessment (RMSA)
- CUI report
- NARA's results from RMSA

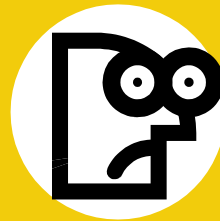
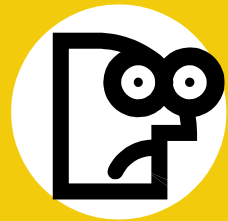


## •AC 27.2017

- Records Management Contract Language
- Effective March 21, 2017
- Updated sample language to reflect current legal obligations and technology

# M-17-22

- Comprehensive Plan for Reforming the Federal Government and Reducing the Federal Civilian Workforce
- Hiring Freeze
- Reorganization of the Executive Branch
- Eliminates Funding for programs that are:
  - Unnecessary
  - Outdated
  - Not working



**It's QUESTION TIME!!**

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