



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

OCT 15 1979

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R. G. Ryan, SP  
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R. G. Smith, Acting DEEO  
V. Stello, IE  
E. E. Tucker, EEO

FROM: Lee V. Gossick, Executive Director for Operations

SUBJECT: PERFORMANCE APPRAISAL REPORTING — TO BE REPLACED BY DUTS

As I have indicated in the past, the Decision Unit Tracking System (DUTS) will replace some existing management information systems and reduce reporting requirements of participating offices; a concrete example is the modification of current performance appraisal reporting procedures.

~~The Performance Appraisal Report (PAR) publication will no longer be issued. I will use DUTS reports for participating offices as indicators of progress toward meeting objectives and planned accomplishments within allocated resource levels. The offices not participating in DUTS will keep me informed about their performance on a routine basis through individual briefings.~~

~~Starting in November, PAR presentations will change significantly, with the emphasis on program areas (see Enclosure 1) rather than strictly on office performance. Office Directors with the lead responsibility for a particular program area will cover all relevant aspects of that program in their briefing; they are not to limit their discussion to the lead office's role. Other Office Directors involved in the program area are expected to participate in the discussion.~~

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Office Directors

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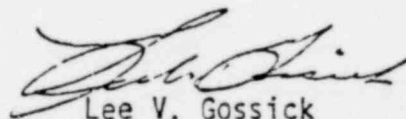
In the first round of briefings, the lead Office Director will discuss the long-range program goals and lay out the entire program plan through its estimated completion date (for programs extending beyond FY 1984, the principal focus should be on the first five-year segment of the program). In the context of this overall program plan, the FY 1980 program objectives, planned accomplishments, and planned resources should be identified and described by decision unit.

In subsequent briefings, through the use of DUTS reports, lead Office Directors will indicate what the agency is doing to meet program objectives and what impact actual FY 1980 accomplishments and resource expenditures have on the program. This use of DUTS reports should both reduce your reporting burden and give management a better picture of the agency from a program as well as an office perspective.

These new program-oriented presentations should be concise (i.e., no longer than about 10 minutes per program area except for the initial briefing). I expect all Office Directors to attend these sessions and contribute to the discussion on program areas in which they are involved. From time to time I will also ask Office Directors to comment on specific decision units or other general topics in their offices that are not part of major program areas. See Enclosure 2 for the briefing schedule for the next few months.

Office Directors not participating in DUTS will brief me twice a year on an individual basis, using the objectives and planned accomplishments in their budgets as the basis for discussion. Other Office Directors or their representatives are welcome to attend these presentations. During their sessions ADM, EEO, and CON will also brief me on agency-wide personnel manning and average grade, EEO status and financial status. IP and SP will be included in these individual briefings until they are integrated into DUTS. The Office of Small and Disadvantaged Business Utilization will brief me within three months of its formation. See Enclosure 3 for a briefing schedule.

I look forward to hearing your presentations.



Lee V. Gossick  
Executive Director for Operations

Enclosures:

1. FY 1980 Program Areas
2. Program Area Briefing Schedule
3. EDO Staff Office Briefing Schedule

10 CFR 20  
BEIR 3

interagency interaction needs  
for regulatory

need and capability report to Congress

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## FY 1980 PROGRAM AREAS

	<u>NRR</u>	<u>NMSS</u>	<u>SD</u>	<u>IE</u>	<u>RES</u>	<u>IP</u>	<u>SP</u>	<u>MPA</u>
Fire Protection	xx		x		x			
Power Reactor Casework	xx							
Unresolved Safety Issues	xx							
Systematic Evaluation Program	xx							
Operating Reactor Amendments	xx							
Waste Management <sup>1/</sup> <sub>2/</sub>	x	xx	x	x	x		x	
Domestic Safeguards	x	xx	x	x	x			
Fuel Cycle & Material Safety		xx	x	x				
Spent Fuel Storage		xx	x	x				
Transportation		xx	x	x	x			
Decommissioning	x	x	<u>xx</u>	x				
Health Effects from Low Level Radiation	x		<u>xx</u>	x	x			
Qualification of Safety-Related Equipment	x		<u>xx</u>	x				
Revised Inspection Program				xx				
Risk Assessment	x			x	xx			
Long Range Research Plan					xx			
International Efforts	x	x	x	x	x	xx		
Emergency Planning <sup>3/</sup>	x	x	x	x			x	
Operational Data Analysis <sup>4/</sup>	x	x	x	x	x			x

xx = Lead Office  
x = Support Office

- 1/ Includes high-level waste, low-level waste, and uranium recovery.  
 2/ Includes material control & accounting and physical security.  
 3/ Lead office responsibility is under study; this program area is currently being coordinated by the Acting Deputy EDO.  
 4/ This program area will be covered at an individual briefing until the program is better determined.

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PROGRAM AREA BRIEFING SCHEDULE

November 2      Waste Management, Spent Fuel Storage

November 9      Unresolved Safety Issues, Operating Reactor Amendments,  
Systematic Evaluation Program

November 16     Revised Inspection Program, Emergency Planning

November 30     Fuel Cycle & Material Safety, Transportation,  
Domestic Safeguards

→ December 7    Decommissioning, Qualification of Safety-Related Equipment,  
Health Effects from Low Level Radiation

December 14     Fire Protection, Power Reactor Casework

January 4       Risk Assessment, Long-Range Research Plan, International  
Efforts

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EDO STAFF OFFICE BRIEFING SCHEDULE

October 31	IP
November 7	SP
November 14	ELD
November 28	ADM
December 5	ODE
December 12	EEO
December 19	MPA
January 3	CON

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