

LTR MMATTHEWS DG 2

NOV 20 1989

Mr. Mark Matthews, Acting Project Manager
Uranium Mill Tailings Project Office
Albuquerque Operations Office
U.S. Department of Energy
P.O. Box 5400
Albuquerque, NM 87115

Dear Mr. Matthews:

In accordance with one of the action items resulting from our meeting on November 1, 1989, we have prepared the enclosed draft guidelines for the DOE/NRC weekly telecon on the UMTRA Project status. Please review this draft and provide us with your comments and/or suggested revisions.

Should you have any questions regarding this transmittal, please contact me or Dan Gillen of my staff (FTS 492-0517).

Sincerely,

(SIGNED) PAUL H. LOHAUS

Paul H. Lohaus, Chief
Operations Branch
Division of Low-Level Waste Management
and Decommissioning, NMSS

Enclosure: As stated

cc: S. Mann, DOE Hq.
F. Bosiljevac, DOE Alb.
M. Abrams, DOE Alb.

DISTRIBUTION:

Central File # WM-39
RLBangart PLOhaus JJSurmeier LLOB r/f RHall, URFO
JGreeves MBell DGillen MFliegel EHawkins, URFO

PDR Yes:

PDR No: Reason: Proprietary or CF Only

ACNW Yes: No:

SUBJECT ABSTRACT: RESPONSE TO INVITATION TO COMMENT ON
DOE 5-YEAR PLAN FOR UMTRAP

OFC : LLOB	: LLOB	: LLOB	:	:	:	:
NAME: DGT/Hen/JI: MFliegel	: PLOhaus	:	:	:	:	:
DATE: 11/20/89	: 11/28/89	: 11/28/89	: 11/ /89	: 11/ /89	: 11/ /89	: 11/ /89

OFFICIAL RECORD COPY

8912070272 891129
PDR WASTE
WM-39 PDC

WM-39
NU4

Guidelines for the DOE/NRC
Weekly Telecon on UMTRA Project Status

DRAFT

To improve communication between NRC and DOE with regard to the status and schedules of the UMTRA Project sites, a weekly conference call has been established. The following criteria are provided to set general guidelines and goals for the conduct of these telecons.

1. The DOE Uranium Mill Tailings Project Office, the NRC Division of Low-Level Waste Management and Decommissioning (LLWM), and the NRC Uranium Recovery Field Office (URFO) should assign appropriate staff to participate in these weekly telecons. There should be a primary participant from each group and one or more backup participants to provide coverage in the event of leave, travel, or other absence. The telecons should include management participation.
2. In preparation for each telecon, the primary participants should ensure that they are aware of the up-to-date status of all review items in their respective organizations. In addition, they should check with appropriate staff and management to be informed of any generic issues that should be discussed.
3. DOE will initiate each telecon. The day and time may vary depending on participant agreement and schedule; however, the telecons should be conducted early in the week.
4. Each telecon should begin with a DOE discussion of the items that are scheduled to be submitted to NRC within the next few months (forecast list). DOE should indicate any changes to existing dates-to-NRC and the basis for the changes. Further, new items to be added to the list and items that have been transmitted to NRC should be identified.
5. Next, LLWM and URFO each should discuss the status of all casework reviews in their respective organizations. The NRC participants should indicate any changes to the dates-to-DOE and the basis for the changes. NRC should also indicate any casework that has just been completed and sent to DOE. During the discussion of NRC reviews, DOE should establish and update the priorities for the various casework.
6. Following the discussion of specific casework, the participants should raise and discuss any generic or programmatic issues or questions.
7. The telecon should be concluded with a summary of any action items resulting from the call.
8. After each telecon, LLWM should update their casework tracking system and provide a copy to DOE and URFO for information purposes. Other items or issues of a generic or programmatic nature that are discussed during each telecon should be documented and attached to the tracking system update.