



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

**OFFICE OF THE  
INSPECTOR GENERAL**

February 27, 2020

**MEMORANDUM TO:** Margaret M. Doane  
Executive Director for Operations

**FROM:** Dr. Brett M. Baker */RA/*  
Assistant Inspector General for Audits

**SUBJECT:** STATUS OF RECOMMENDATIONS: AUDIT OF NRC's  
WEB-BASED LICENSING SYSTEM (OIG-15-A-17)

**REFERENCE:** DIRECTOR, OFFICE OF NUCLEAR MATERIAL SAFETY  
AND SAFEGUARDS, MEMORANDUM DATED  
JANUARY 27, 2020

Attached is the Office of the Inspector General's (OIG) analysis and status of recommendations as discussed in the agency's memorandum dated January 27, 2020. Based on this memorandum, recommendation 2 is now closed. All recommendations related to this audit report are now closed.

If you have any questions or concerns, please call me at (301) 415-5915 or Terri Cooper, Team Leader, at (301) 415-5965.

Attachment: As stated

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## Audit Report

### AUDIT OF NRC'S WEB-BASED LICENSING SYSTEM

#### OIG-15-A-17

#### Status of Recommendations

Recommendation 2: Revise Web-Based Licensing (WBL) roles to require license reviewers and materials inspectors to process their work directly in WBL.

Agency Response Dated  
January 27, 2020:

The staff actions are completed. This recommendation was addressed in a two phased approach. The first phase, which focused on licensing, has been completed. In spring 2016, licensing staff in the Office of Nuclear Material Safety and Safeguards (NMSS) and the Regions were assigned a WBL user role. This allowed the license reviewers to complete their licensing actions directly in WBL. To support the transition for licensing staff to use WBL directly, licensing staff completed WBL training modules. Eight training modules covered the functions in WBL from background and searching, to creating licensing actions for new licenses, amendments, terminations, and renewals. The WBL training modules included practical exercises that users completed in a separate training environment. Licensing staff completed the WBL training at the end of June 2016. Licensing staff began processing their work directly in WBL on July 1, 2016.

The second phase, which focused on inspection, has recently been completed. In Fiscal Year 2019, the staff developed and implemented improvements, similar to licensing, where inspection staff were each assigned a WBL user role to access the system track inspection due dates and enter specific inspection data.

Vulnerabilities in the WBL system that could result in missing inspections have been corrected (e.g., ensuring the main inspection due date remains open, even when inspections at specific licensee locations have been completed). In addition, to improve inspection planning, a trip planning module, which includes a Google™ mapping of licensee locations, was deployed in August 2019. Inspection staff was

## Audit Report

### AUDIT OF NRC'S WEB-BASED LICENSING SYSTEM

OIG-15-A-17

#### Status of Recommendations

Recommendation 2 (cont.):

provided training on this new trip planning feature in September 2019.

In November 2019, the staff developed a new feature in WBL for generating NRC Form 591 Parts 1, 2, and 3, Materials Inspection Report. This inspection report feature is intuitive, similar to using an Adobe fillable form. Training on the inspection report generation feature was provided to inspection staff in November and December 2019. Final fixes to other unrelated WBL enhancements bundled with the inspection report feature caused a delay in its planned December 2019 release. The NRC Form 591 inspection report generation feature was deployed on January 7, 2020. Since its deployment, inspection staff have begun to process their inspection reports directly in WBL.

Completion Date: January 7, 2020

OIG Analysis:

OIG reviewed screen shots of regional inspection report input, and also a final regional inspection completed using the new feature in WBL. OIG determined that WBL roles have been revised to require both license reviewers and materials inspectors to process their work directly in WBL. Therefore, this recommendation is considered closed.

**Status:**

Closed.