

**National Materials Program
Pilot Project Chairs Teleconference Meeting
June 23, 2004
10:00 AM - 11:00 AM ET**

Agenda

1. General Discussion
2. Updates on the Pilot Projects
3. Discussion on Draft Final Report to the Commission

Notes from Meeting

Start Time: 10:00 AM Eastern Time

Attendees: Kevin Hsueh, Shawn Smith, Ruth McBurney, Jan Endahl, Robert Gallagher, Thomas Young.

1. General Discussion

All the upcoming conference calls from July to October are expected to be held according to the schedule identified in the milestone and schedule report. OAS, CRCPD Chairs, and STP and NMSS Directors have been invited to participate in the August and September conference calls. Kevin plans to have the list of the working group members updated and posted on the NMP web site. The April 9, 2004 progress report to the Commission will also be posted on the NMP web site. A poster session on the National Materials Program will be given at the annual Health Physics Society meeting in mid July 2004.

2. Updates on the Pilot Projects

A Steering Committee for Pilot 1 has been formed to test a proposed process developed by Pilot 1. The first Steering Committee meeting will be held by the end of July 2004. Pilot 1 is expected to complete the test and finalize its draft final report in September 2004.

Pilot 2 draft final report has been reviewed by NRC regional offices, NMSS, OAS and CRCPD. NMSS has provided written comments to be considered by Pilot 2. NRC regional offices, OAS and CRCPD have no comments. Pilot 2 is expecting responses from other NRC offices.

Pilot 3 is in the process of preparing its draft final report and plans to submit the report to STP by mid July, 2004.

Pilot 4 submitted Work Product Plan and the revised Charter for approval on May 28, 2004 and has received comments from NMSS, STP and OAS, and is expecting CRCPD's response. Pilot 4 is in the process of developing its draft guidance document and is expected to complete the draft final report in September 2004.

Pilot 5 has sent an All Agreement States letter to request information on use of the revised Inspection Manual Chapter 2800 and its associated routine inspection procedures in Agreement States. Several States have responded to the request. Information received from Agreement States will be analyzed and reflected in the final report. Pilot 5 is expected to complete its draft final report in July 2004.

3. Discussion on Draft Final Report to the Commission

Pilot Chairs discussed the June version of the draft final report. Comments/suggestions received on the draft report will be reflected in the July version of the report which will be distributed for review prior to the next conference call.