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SEP 9 1980

MEMORANDUM FOR: Harold R. Denton, Director, NRR  
John G. Davis, Deputy Director, NMSS  
Robert B. Minogue, Director, SD  
Victor Stello, Jr., Director, IE  
Thomas E. Murley, Acting Director, RES  
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Carlyle Michelson, Director, AEOD  
Robert H. Engelken, Director, Region V  
Daniel J. Donoghue, Director, ADM

FROM: E. Kevin Cornell  
Deputy Executive Director for Operations

CF w/o

SUBJECT: NRC'S DOCUMENT CONTROL SYSTEM

We are in the process of assessing the usefulness and costs of NRC's Document Control System (DCS). As you know, the DCS is an automated storage and retrieval system that has been developed and operated for NRC by the TERA Advanced Services Corporation.

We are now contacting members of the staff to determine how widely the DCS is used within the agency. The purpose of this memorandum is to solicit your personal views on the system. In addition to your general views on the usefulness of the DCS, I would be interested in your opinions on the following:

1. Are you satisfied with the services that the DCS has provided to your office?
2. To the extent possible, estimate the savings in terms of dollars or staff years per year you achieve now or will achieve when the system is fully implemented.
3. If the DCS were terminated, what effect would that have on your office?
4. What might be done to make the DCS more useful to your office?

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I would appreciate receiving your comments by Friday, September 19. We will give serious consideration to your views in our future deliberations on the DCS. If you have any questions regarding the above, please call Steve Conner, x27721.

RETYPED IN OFFICE OF EDO 9/8/80.

OFFICE	O/EDO	O/EDO	(Signed) E. Kevin Cornell
SURNAME	JLBlaha:emh	EKCornell	E. Kevin Cornell
DATE	9/8/80	9/9/80	Deputy Executive Director for Operations

*Kevin*  
 - *I ran this by Pat Nory*

bcc: Central Files  
 SConver R/F  
 APB  
 E. Cornell, EDO R/F  
 M. Bridgers #9165

- *See suggested changes*

*Kevin*  
*OK*  
*90*  
*etc*

MEMORANDUM FOR: H. Denton, Director, NRR  
 J. Davis, Deputy Director, NMSS  
 R. Minogue, Director, SD  
 V. Stello, Director, IE  
 T. Murley, Acting Director, RES  
 H. Shapar, Executive Legal Director, ELD  
 N. Haller, Director, MPA  
 J. Shea, Director, IP  
 W. Kerr, Acting Director, SP  
 C. Michelson, Director, AEOD  
 R. Engelken, Director, Region V  
 D. ~~Rosenblum~~

FROM: E. Kevin Cornell, Deputy Executive Director for Operations

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We are in the process of assessing the usefulness and costs of NRC's Document Control System (DCS). As you know, the DCS is an automated storage and retrieval system that has been developed and operated for NRC by the TERA Advanced Services Corporation.

We are now contacting members of the staff to determine how widely the DCS is used within the agency. The purpose of this memo is to solicit your personal views on the system. In addition to your general views on the usefulness of the DCS, I would be interested in your opinions on the following:

1. Are you satisfied with the services that the DCS has provided to your office?
2. *To the extent possible, estimate the savings <sup>in staff years</sup> ~~what value~~ in terms of dollars, per year, <sup>to achieve and will achieve</sup> would you place on the ~~current and projected services that the DCS provides (or will provide) to your office?~~ *when the system is fully implemented.**
3. If the DCS were terminated, what effect would that have on your office?
4. What might be done to make the DCS more useful to your office?

I would appreciate receiving your comments by ~~Friday~~ <sup>Tuesday</sup>, September 12. We will give serious consideration to your views in our future deliberations on the DCS.

*If you have any questions regarding the above ~~points~~ please call Steve Conner x 27721.*

E. Kevin Cornell  
 Deputy Executive Director for Operations

CC: OFFICE	<del>W. Besaw, ADM</del>	APB <i>Full</i>	MPA <i>Full</i>	MPA <i>Full</i>	EDO
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