



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

October 7, 2022

MEMORANDUM TO: All Division Branch Chiefs
Division of Fuel Management
Office of Nuclear Material Safety
and Safeguards

FROM: Shana R. Helton, Director
Division of Fuel Management
Office of Nuclear Material Safety
and Safeguards

A handwritten signature in cursive script, appearing to read "Linda Howell".

Howell, Linda signing on behalf
of Helton, Shana
on 10/07/22

SUBJECT: APPROVAL OF CHARTER FOR IMPROVING THE QUALIFICATION
PROGRAM

This memorandum approves the enclosed charter and establishes a working group to improve the Division of Fuel Management (DFM) qualification program. The charter describes the review of the DFM qualification program, the development of recommendations, and the implementation of specific tasks with the goal of improving the consistency of the qualification experience and the administration of the program.

The efforts of the working group will be done in close coordination with, and in support of, office-wide efforts related to qualification of staff in Office of Nuclear Material Safety and Safeguards (NMSS).

CONTACT: Shana R. Helton
301-415-9954

Enclosure: Charter

Memo to DFM Branch Chiefs on Formation of Qualifications Working Group DATE October 7, 2022

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| DATE | Sep 16, 2022 | Sep 28, 2022 | Oct 7, 2022 | Oct 7, 2022 |

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