



MEMORANDUM

DATE: January 11, 2024

TO: Daniel H. Dorman
Executive Director for Operations

Raymond V. Furstenau
Acting Deputy Executive Director for Materials, Waste,
Research, State, Tribal, Compliance, Administration, and
Human Capital Programs

FROM: Hruta Virkar, CPA /RA/
Assistant Inspector General for Audits

SUBJECT: STATUS OF RECOMMENDATIONS: AUDIT OF THE NRC'S
STRATEGIC WORKFORCE PLANNING PROCESS
(OIG-22-A-13)

REFERENCE: CHIEF HUMAN CAPITAL OFFICER MEMORANDUM
DATED JANUARY 3, 2024

Attached is the Office of the Inspector General's (OIG) analysis and status of recommendations as discussed in the agency's response dated January 3, 2024. Based on this response, recommendations one through three from this report are open and resolved. Please provide an updated status of the open, resolved recommendations by April 30, 2024.

If you have any questions or concerns, please call me at 301.415.1982 or Paul Rades, Team Leader, at 301.415.6228.

Attachment: As stated

cc: M. Bailey, ADO
T. Govan, Acting DADO
J. Jolicoeur, OEDO
OIG Liaison Resource
EDO ACS Distribution

Audit Report
RESULTS OF THE AUDIT OF THE
NRC'S STRATEGIC WORKFORCE PLANNING PROCESS
STATUS OF RECOMMENDATIONS
(OIG-22-A-13)

Recommendation 1: Update the *Enhanced Strategic Workforce Planning: Office Director and Regional Administrator Guidance* to provide specific methodologies, detailed instructions, measurement criteria, and scales that can be used to estimate the anticipated level of workload change, ranking of position risk factors, and prioritization of workforce gaps or surpluses.

Agency Response
Dated January 3, 2024: NRC initiated an evaluation of the SWP Process in October 2022. The evaluation was conducted by Pacific Research and Evaluation (PRE) and was recently completed. Once the evaluation report is finalized, OCHCO will determine what recommendations to implement, and will update SWP guidance based on the outcomes of the evaluation report.

Target Date for Completion: March 31, 2024

OIG Analysis: The proposed actions meet the intent of this recommendation. The OIG will close this recommendation upon reviewing the finalized *Enhanced Strategic Workforce Planning: Office Director and Regional Administrator Guidance*, updated to include specific methodologies, detailed instructions, measurement criteria, and scales to use toward estimating the anticipated level of workload change, ranking of position risk factors, and prioritizing workforce gaps or surpluses.

Status: Open: Resolved.

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Recommendation 2: Update the *Enhanced Strategic Workforce Planning: Office Director and Regional Administrator Guidance* to incorporate attrition rates so that the NRC quantifies and considers non-retirement separations in workforce planning.

Agency Response

Dated January 3, 2024: The OIG recommendation to expand attrition data to include both retirement and non-retirement separations has been shared with PRE. SWP guidance will be updated at the conclusion of the evaluation and will include the OIG recommendation.

Target Date for Completion: March 31, 2024

OIG Analysis:

The proposed actions meet the intent of this recommendation. The OIG will close this recommendation upon reviewing the finalized *Enhanced Strategic Workforce Planning: Office Director and Regional Administrator Guidance*, updated to capture attrition information of non-retirement separations, in addition to the already incorporated attrition information of retirement separations, for use in workforce planning efforts.

Status:

Open: Resolved.

Audit Report
RESULTS OF THE AUDIT OF THE
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Recommendation 3: Update agency policy and procedures to include Human Capital Operating Plan information—specifically, information regarding the periodicity of the plan’s review, approval, and updating—in accordance with the Office of Personnel Management’s *Human Capital Operating Plan Guidance: Fiscal Years 2022-2026*.

Agency Response
Dated January 3, 2024: The HCOP information will be included in Management Directive 6.10, “Strategic Planning,” which is scheduled to be updated in calendar year 2024.

Target Date for Completion: September 30, 2024

OIG Analysis: The proposed actions meet the intent of this recommendation. The OIG will close this recommendation upon reviewing the finalized Management Directive 6.10, *Strategic Planning*, updated to include Human Capital Operating Plan (HCOP) information such as the periodicity of the HCOP’s review, approval, and updating—in accordance with the Office of Personnel Management’s *Human Capital Operating Plan Guidance: Fiscal Years 2022-2026*.

Status: Open: Resolved.