

January 5, 2000

MEMORANDUM TO: William D. Travers
Executive Director for Operations

FROM: Annette Vietti-Cook, Secretary /s/

SUBJECT: STAFF REQUIREMENTS - SECY-99-246 - PROPOSED GUIDELINES FOR APPLYING RISK-INFORMED
DECISIONMAKING IN LICENSE AMENDMENT REVIEWS

The Commission has approved the staff's approach for applying risk-informed decisionmaking in license amendment reviews and interim implementation of the proposed process, as described in [SECY-99-246](#), subject to the following comments.

1. The staff should strive to develop final guidance that articulates what constitutes a special circumstance in a clear and objective manner.
2. The staff should propose modifications to relevant guidance documents ensuring stakeholders, both internal and external, are meaningfully engaged in the development of the guidance documents. The staff should provide to the Commission, for information, its schedule for completing development and/or modification of the guidance documents.

(EDO)

(SECY Suspense: 2/18/00)

The staff should provide to the Commission, for information, the final versions of the guidance documents.

(EDO)

(SECY Suspense: 9/29/00)

3. During the interim implementation of the proposed process, the staff should inform the Commission when it determines that a license amendment application meets the special circumstances standard, the basis for that determination, the licensee's response to the staff's determination, the expected delay in the license amendment review process, and any generic implications.
4. The EDO should ensure that management oversight of the interim review process is robust.

cc: Chairman Meserve
Commissioner Dicus
Commissioner Diaz
Commissioner McGaffigan
Commissioner Merrifield
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CFO
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Office Directors, Regions, ACRS, ACNW, ASLBP (via E-Mail)
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