

December 15, 2005

MEMORANDUM FOR: Luis A. Reyes  
Executive Director for Operations

FROM: Annette L. Vietti-Cook, Secretary /RA/

SUBJECT: STAFF REQUIREMENTS - BRIEFING ON EQUAL EMPLOYMENT OPPORTUNITY(EEO) PROGRAM, 9:30 A.M.,  
WEDNESDAY, NOVEMBER 30, 2005, COMMISSIONERS' CONFERENCE ROOM, ONE WHITE FLINT NORTH,  
ROCKVILLE, MARYLAND (OPEN TO PUBLIC ATTENDANCE)

The Commission was briefed by the NRC staff on the status of the agency's Equal Employment Opportunity Program, diversity management, and small business contracting goals and accomplishments. A representative of the Joint EEO Advisory Committee provided a statement, and the President of the local chapter of the National Treasury Employees Union (NTEU) commented on related issues.

The substantial number of new employees expected to be hired and the dynamic changes in the NRC workload anticipated in the next few years present a challenge and an opportunity to make the proper adjustments to NRC's EEO programs to achieve EEO goals. Issues like recruiting, hiring, retention, and upward mobility are dynamic. The staff should continuously assess the need to modify or redirect programs and incorporate best practices. The agency "best practices" list should be provided to the Commission for informational purposes.

The staff should provide the Commission an analysis of the current backlog of EEO complaint cases. The analysis should include the reasons for any delay in resolution of each case. The staff should also provide current status information on NRC's implementation of the No Fear Act of 2002. A similar analysis should be provided before each future EEO briefing.

(EDO)

(SECY Suspense:

1/17/06)

The staff should focus additional attention on the FY 2005 Small Business Goals that were not met, particularly in the area of service disabled veteran-owned small businesses, for which the NRC currently does not appear to have an effective program.

The importance of training and rotational assignments to employee development should be communicated to supervisors. Supervisors should discuss employee development with individual staff members and make appropriate plans to enable such activity to occur in the context of workload demands. Each office should develop a way in which to ensure this interaction takes place and to monitor employee training opportunities.

The staff should continue to monitor implementation of the CDMP and keep the Commission informed of progress and any significant problems that may arise. The Commission should be informed of new measures that may be proposed before they are implemented.

cc: Chairman Diaz  
Commissioner McGaffigan  
Commissioner Merrifield  
Commissioner Jaczko  
Commissioner Lyons  
OGC  
CFO  
OCA  
OIG  
OPA  
Office Directors, Regions, ACRS, ACNW, ASLBP (via E-Mail)  
PDR