

December 20, 2004

MEMORANDUM FOR: Luis A. Reyes  
Executive Director for Operations  
FROM: Annette L. Vietti-Cook, Secretary **/RA/**  
SUBJECT: STAFF REQUIREMENTS - BRIEFING ON EMERGENCY PREPAREDNESS PROGRAM INITIATIVES, 1:00 P.M.,  
TUESDAY, DECEMBER 14, 2004, COMMISSIONERS' CONFERENCE ROOM, ONE WHITE FLINT NORTH,  
ROCKVILLE, MARYLAND (OPEN TO PUBLIC ATTENDANCE)

The Commission was briefed by the NRC staff on emergency preparedness program initiatives.

The staff should provide the Commission with a schedule for completion of the planned top-to-bottom review and planned enhancements to the planning standards.

(EDO)

(SECY Suspense: 3/1/05)

The staff should provide the Commission a summary of the assignment process for individuals to fill roles in the Department of Homeland Security Operations Center, Interagency Incident Management Group, and the White House Situation Room during various scenarios.

(EDO)

(SECY Suspense: 3/1/05)

The staff should implement a continuous self-assessment and improvement program that addresses emergency preparedness and response issues.

The Commission noted that the recent upgrades to the Headquarters Operations Center provided significant enhancements in the areas of data collection, communications, and information display, and urged the staff to consider including a periodic review of information technology as part of the self-assessment and improvement program, to ensure the Operations Center remains a world class facility.

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