Attachment A – General Compliance. The following table identifies activities and products assigned to all agencies. Each agency must provide a brief answer for each question. Agencies should only report on their agency specific E-government initiatives, not on the 24 E-Government Quicksilver Initiatives.

	NRC Response
1. Describe how agency maintains an ongoing dialogue with interested parties to find innovative ways to use IT (including state, local, and tribal governments, private and non-profit sections, and the general public). Sec. 101, 3602	The NRC holds periodic meetings with stakeholders and communicates the status of issues raised on its Web page. The NRC also communicates via its web page information policies and new initiatives. Two examples are: 1. NRC supports The Licensing Support Network Advisory Review Panel (LSNARP) that provides advice to the Commission on the design, development, and operation of the Licensing Support Network (LSN), an electronic information management system for use in the Commission's high-level radioactive waste (HLW) licensing proceeding. Membership consists of those interests (including the State of Nevada, local governments and tribes) that will be affected by the HLW program, which includes DOE. The LSNARP normally meets annually. 2. NRC has an Agencywide Document Access and Management System (ADAMS) User Group consisting of members of the public. The ADAMS system provides public access to all NRC's publicly available documents. The User group informs enhancements to ADAMS and meets twice a year. There are two access paths to ADAMS, via the WEB, and via dial-in service.

2. Briefly describe agency E-government initiatives, addressing the following for each initiative:
    a. Identify performance measures that demonstrate how electronic government enables progress toward agency objectives, strategic goals, and statutory mandates
    b. Identify other agency partners who collaborate on the initiative
    c. If agency can quantify the cost savings created by implementing the initiative, identify savings and describe the methodology used
Sec. 202
	The NRC has in place three E-Government initiatives involving other agencies, aside from the work the NRC is doing on the 24 Quicksilver initiatives. These three initiatives have been fully described in the NRC's Exhibit 300 submissions in September.
	
	Initiative Name: Digital Data Management System (DDMS)
	Performance Measures: The Digital Data Management System (DDMS) will help the Nuclear Regulatory Commission (NRC) meet its obligation of conducting the adjudicatory proceeding regarding the Department of Energy's (DOE) application for construction authorization of a High-Level Waste (HLW) repository at Yucca Mountain, Nevada by providing necessary information technology (IT) and audio/visual (A/V) resources in a fully integrated courtroom environment. Exhibit 300 Ref. 429—00-01-05-01-1005-00 enumerates specific performance goals, the relationship to agency strategic goals, and statutory requirements.
	Collaboration: This is not a multi-agency initiative. Because this system is being used as part of an adjudicatory process, it is important that the agency's treatment of its party/potential party user community be objective and even-handed. Accordingly, DOE, as well as the State of Nevada, Nye County, and potentially many other counties, tribal interests, and local governments that will be parties/potential parties to the litigation cannot be a partner in this initiative. Nonetheless, stakeholders and potential users including DOE, state, local, private sector and public interests groups have been actively engaged in the design of the system.
	Cost/Savings: The Return on Investment (ROI) for DDMS was calculated using industry estimates that the annual cost for additional on-site storage in lieu of the proposed Yucca Mountain repository is $537 million or $1,471,233 per day. Based on an estimated cost of $5.2 million to develop DDMS, the system "breaks even" if NRC avoids 3.5 days of courtroom delay, and each and every day thereafter results in additional savings to industry and ultimately the public who pays for these storage costs in the form of higher utility prices.
	
	Initiative Name: Licensing Support Network
	Performance Measures: Section 114 (d) of the Nuclear Waste Policy Act of 1982 (NWPA) requires the NRC to issue a final decision approving or disapproving issuance of the construction authorization for a mined geologic repository to store high-level radioactive waste at Yucca Mountain, NV, within three years of the DOE's license application. The LSN is a critical tool as it replaces

	NRC Response
	the classic "discovery" exchanges among parties with electronic access to discovery materials prior to the docketing of a license application. Exhibit 300, Ref. 429-00-01-05-01-1000-00, enumerates specific performance goals, the relationship to agency strategic goals, and statutory requirements. Collaboration: Because this system is being used as part of an adjudicatory process, it is important that agency treatment of its party/potential party user community be objective and even-handed. Accordingly, DOE, as well as the State of Nevada, Nye County, and potentially many other counties, tribal interests, and local governments that will be parties/potential parties to the litigation cannot be a partner in this initiative. Nonetheless, stakeholders and potential users including DOE, state, local, tribal governments, private sector and public interests groups have been actively engaged in the design and implementation of the system. Cost/Savings: In congressional testimony in early 1999, industry officials indicated that the cost of adding storage capacity in lieu of the Yucca Mountain repository being ready to receive waste shipments was $4.3 billion over an eight-year period - roughly $537 million per year (constant dollars) in additional costs to the ratepayers. As with the DDMS, the LSN is vital to the agency in helping to meet the congressional goal that the hearing process be completed in three years, thereby affording savings to industry and ultimately the public who pays for these storage costs in the form of higher utility prices. Initiative Name: National Source Tracking System (NSTS) Performance Measures: The events of September 11, 2001 heightened the nation's concerns regarding the use of radioactive materials for a malevolent act. Such an attack has been of particular concern because of the widespread use of radioactive materials in the United States and abroad by industry, hospitals, and academic institutions. Loss or theft of such materials could lead to malicious use of a radiological dispersal device (RDD) also known as a "dirty bomb"-- a conventional explosive that carries nuclear materials and releases them on detonation. In July 2002, the NRC and the Department of Energy (DOE) established an Interagency Working Group on RDDs to cooperate on areas where immediate progress towards the control of nuclear material or radioactive sources could be achieved. One of the four focus areas for this group involved the examination of the options for establishing a national source tracking system. (Exh. 300 Ref: 429-00-01-04-01-1010-00-111-035) Collaboration: DOE, DHS Cost/Savings: The NSTS project is in the conceptual phase. The vision of the Interagency Working Group on Radiological Dispersal Devices is that licensees will use a secure, Internet-based interface to a database system. NSTS would utilize a public network to which many licensees already have access and it would be faster, more accurate, and less labor-intensive than having licensees fill out forms to be mailed and manually entered into the system.
3. How does your agency ensure availability of Government information and services is not diminished for those without access to Internet? Sec. 202(c)	NRC maintains a Public Document Room where copies of NRC publicly available records can be reviewed, and from which copies can be ordered in person, or by phone.
4. Please describe any other areas of progress by your agency to implement provisions of the E-Government Act.	NRC supports FirstGov portal by providing updated links to NRC information. NRC will continue to support FirstGov portal in accordance with guidance provided by GSA and OMB. NRC makes all records covered by FOIA accessible via its Web site except for certain staff manuals which will be made accessible by 30 Jun 2004. Performance Measures – The NRC has developed sets of performance measures. Performance measures in use by the agency at this time include indicators of infrastructure services availability, e-mail and web access availability, and level of staff satisfaction with NRC's major application systems. Some specific examples include: • Level of customer satisfaction with the public website. Achieve an overall rating average of 3 on a scale of 1-4

	NRC Response

	for respondent ratings of key service quality factors in responses to public website satisfaction survey [average of all ratings across all respondents].
	• <u>Level of customer satisfaction with FOIA services.</u> Service level targets are in place:
	    a. Median days to respond are no greater than 20 working days for simple requests.
	    b. Median days to respond no greater than 30 working days for complex requests.
	    c. At least 50% of all requests to be closed within 20 working days.
	
	NRC's Web site currently complies with Federal standards. NRC Web site standards are published in NRC Management Directive 3.14 (U.S. Nuclear Regulatory Commission External Web Site). NRC will implement future goals when issued by OMB (which are due by 15 Dec 04)
	
	NRC's Web sites have links to all of the required information: (1) Mission and authority of agency, (2) Information made pubic under the FOIA, (3) Organizational structure of the agency, and (4) Strategic Plan.
	
	NRC makes all of its public records accessible via a web-based interface to the Agency Document Access and Management System (ADAMS) at our public web site. NRC guidance for making records publicly available is set forth in 10 CFR 2.790 for which public comment was obtained. Also, Management Directive 3.4, (Release of Information to the Public), provides detailed guidance for implementing the provisions of 10 CFR 2.790.
	
	NRC will consult with the Interagency Committee on Government Information when it revises Management Directive 3.14 (U.S. Nuclear Regulatory Commission External Web Site).
	
	NRC will implement OMB guidance regarding establishing and linking a public domain directory (which is due by 15 DEC 04).
	
	NRC receives electronic submissions in three ways: (1) E-mails to the Secretary, (2) Via RuleForum, and (3) via Regulations.gov. (Complies with the E-Gov Act via NRC's RuleForum system.)
	
	The NRC is participating in the E-Government Quicksilver initiatives (Presidential Priority Initiatives). One example of a significant NRC achievement in this area: in 2003, NRC cancelled plans to upgrade its own internal payroll system. Subsequently, the NRC completed its transition to the DOI payroll system in November 2003, the first agency to transition to the quicksilver payroll initiative.
	
	NRC continues to develop its Enterprise Architecture (EA) strategy to foster greater cultural acceptance and utilization of the NRC Modernization Blueprint through formal EA communications, planning, pilot projects, and collaborative efforts. NRC is actively participating in the Federal Enterprise Architecture Management System (FEAMS) development effort to ensure that opportunities for participation in FEAMS and e-gov initiatives are central to NRC's efforts to consolidate, unify and simplify existing and planned systems.
	
	In 2003 and 2004, NRC is conducting a pilot of the System Architect application as a tool for capturing business requirements and processes and mapping them to the agency architecture and the Federal Enterprise Architecture.
	
	NRC continues to reference and use NIST studies, recommendations, and publications in developing its agency architecture and standards. In FY 2003, a new IT security management directive was published that specifically referenced NIST publications and standards in the area of risk assessments.

	NRC Response
	The agency has appointed a Section 508 coordinator. The Section 508 Coordinator reviews plans for Section 508 compliance and provides consulting guidance and reviews the agency's progress in implementation of Section 508 and monitors developments at NIST and other agencies in the area of Section 508 compliance to provide guidance to agency staff on the standard technologies available and recommended for implementation. The agency's Technical Reference Model includes many of the NIST, IEEE, and ISO standards and protocols. NRC is currently evaluating software to bring its forms into Section 508 compliance. NRC's strategy and plans for bringing its application systems into compliance follow: 1. Outsourced systems - compliance plan provided by other agencies: e.g. e-payroll 2. COTS - based systems - compliance certified by COTS vendors - ADAMS, EIE, ISSC 3. Compliance planned for 2004 - LSN, Incident Response 4. Compliance planned for 2005 – DDMS 5. Compliance planned for 2006 – FEES 6. Compliance planned for 2007 – LTS 7. Compliance planned at project completion. Project in conceptual stage – NSTS 8. Legacy systems – will be brought into compliance with the next upgrade - Cost Acctg, GLTS, RPS Information from the CIO Council is disseminated throughout the agency in several ways. Within the NRC, the agency's CIO reports to the Executive Directive of Operations which provides a direct line of communications on CIO Council information and guidance to the Chief Operating Officer of the NRC. Coordination and dissemination of information and guidance from the CIO council is also facilitated through the senior management weekly staff meetings in which the CIO participates. The agency has recently formalized a senior level position of IT E-Gov Advisor which carries an overarching responsibility to guide and advise on the agency's E-Gov programs, including agencywide communications on CIO Council information and guidance. For specific focus areas, the CIO designates a staff person to take the lead in the implementation of guidance from the CIO Council (or OMB), as for example, with the recent Clinger Cohen IT Assessment Survey. CIO Council information and guidance is also disseminated through regularly scheduled staff level infrastructure operations or technology planning meetings.

5. PRIVACY. Sec. 208. Answer questions I, II, III, and IV below

(I) Answer questions a, b, and c. for each system identified below: • List system and unique identifier for IT systems or information collections, for which a Privacy Impact Assessment (PIA) was	System and Unique Identifier	a. How will the PIA be made publicly available after the President's budget is finalized (i.e. website, Federal Register, other)	b. Was the PIA made publicly available in full, summary form or not at all (explain if in summary or not at all)?	c. Provide the publication date if made available with a System of Record (SOR) or Information Collection Request (ICR).

		NRC Response		
conducted				
	429-00-01-02-01-1010-404-141- Agencywide Document Access and Management System	NRC will post Privacy Impact Assessments (PIAs) to the agency Web site.	No. NRC will post the PIAs once the President's Budget is released.	None were made available in conjunction with an ICR or SOR.
	429-00-02-06-01-1012-00-404-139 Infrastructure Services and Support			
	429-00-01-03-01-2000-00-301-093 Reactor Program System			
	429-00-01-03-01-2005-104-008 Incident Response System			
	429-00-01-05-01-1005-00161-051 Digital Data Management System			
	429-00-01-05-01-1000-00-116-051 Licensing Support Network			
	429-00-01-04-01-1005-00-204-079 General Licensing Tracking System			
	429-00-01-04-01-1000-00-204-079 Licensing Tracking System			
	429-00-01-01-01-2030-00-307-117 Cost Accounting System			
	429-00-01-01-01-2025-00-307-117 Fees System			
	429-00-01-01-01-2015-00403-132 Human Resources Management System			
	429-00-01-04-01-1010-00-204-079 National Source Tracking System			
(II) Persistent Tracking Technology. Is persistent tracking technology used? _NO__ (yes/no) If yes, please describe, answering a., b., c., and d..	a. What need compels the use of such technology?	b. What safeguards protect the information collected?	c. What agency official (provide contact info) approves tracking technology?	d. Provide the actual privacy policy notification of such use.
	a. The U.S. Nuclear Regulatory Commission does not use persistent tracking technology.	b. N/A	c. N/A	d. N/A
III) Agency goals for machine readability. Answer a, b, c, and d.	a. Identify agency goals for machine readability of privacy policy.	a. Agency privacy policies will be compatible with the privacy policy guidance of the World Wide Web Consortium.	b. Describe technology or standard to be adopted.	b. The U.S. Nuclear Regulatory Commission will implement the World Wide Web Consortium Platform for Privacy Preferences Project (P3P) standards in Internet Explorer by 30 DEC 2004.

			NRC Response
c. Identify timetable and milestones for progress toward achieving compatibility of privacy policies with machine-readable privacy protection methodology.	c. 30 DEC 2003 - The U.S. Nuclear Regulatory Commission will implement the World Wide Web Consortium Platform for Privacy Preferences Project (P3P) standards in Internet Explorer.	d. What process or standard has the agency identified to enable machine readable privacy protection	d. See responses (a & b) above
(IV) Contact Information. Provide contact information of individual(s) appointed by the head of the Executive Department or agency to serves as the agency's principal contact(s) for information technology/web matters and the individual (name and title) primarily responsible for privacy policies.			Name: Ellis W. Merschoff Title: Chief Information Officer U.S. Nuclear Regulatory Commission 11555 Rockville Pike Rockville, MD 20852-2738 301-415-8700
6. Human Capital. Sec. 209. Answer questions a, b, c, d, and e.			
a. OPM outlines workforce planning by the following five steps (see http://www.opm.gov/workforceplanning/wfpmodel.htm) Please use these steps to describe your agency's IT workforce-planning efforts to date. Indicate which steps you've completed and where you are currently focused			
Step 1: Set strategic direction			Completed
Step 2: Analyze workforce, identify skills gaps and conduct workforce analysis			Completed
Step 3: Develop action plan			Completed
Step 4: Implement action plan			Completed
Step 5: Monitor, evaluate and revise			Current—ongoing
b. From the lists available under "What's New" at http://www.cio.gov, identify the job categories and specialty areas, skills, and competencies that are most critical to your agency's Strategic Plan, Enterprise Architecture, and IT Investment Portfolio (Exhibits 53 and 300s)			Identified project management, capital planning and investment assessment, and enterprise/solutions architecture as job categories and specialty areas, skill, and competencies most critical to agency's Strategic Plan, Enterprise Architecture, and IT Investment Portfolio.
c. Based on coordination with your Agency's Human Capital Planning Officials, what job categories and specialty areas, skills, and competency gaps has your Agency identified in the IT Workforce area that require a plan of action to close? (Consult the following sources: CCA IT Workforce Assessment results, CIO Council Project Management Survey Results, HR Department , FEDSCOPE (http://www.opm.gov/feddata/), etc.			OCIO identified Project Management as a skill gap area that required an action plan.
d. What strategies have you identified to help close the competency gaps? Such strategies may include: • Learning/development activities (GOLEARN (http://www.golearn.gov), STAR and formal training such as CIO University (http://www.gsa.gov); Scholarship for Service (http://www.sfs.opm.gov), Project Management Institute and/or equivalency, developmental assignments to industry or other government agencies			To close the Project Management strategy gap, we developed a plan to bring Project Management training courses in-house, and offer a curriculum that will result in Project Management certification for managers and staff. In FY 2003, we provided a basic Project Management course to 71 employees. In FY 2004, we will provide advanced Project Management courses which will lead to project management certification. We have initiated discussions with our Agency's Human Capital Planning Official to recruit for a Sr. Program Analyst (Educational Outreach) who will serve as a Human Capital expert for OCIO, and will enable us to further analyze and address other skill gaps. This individual will be responsible for the design, development, analysis, and evaluation of the appropriate training and development

	NRC Response
• Recruitment Plans; such as use of USAJOBS and virtual job hiring; • Retention strategies; such as, financial and non financial (time off) awards, etc. • Competitive Sourcing Strategies	activities to meet agencywide, professional, nonprofessional, supervisory, and management needs for compliance with the Clinger-Cohen Act and the E-Government Act of 2002. In addition, NRC has developed both long term and short term corrective action strategies. For the short-term, NRC has identified the following strategies: • Filling positions despite some overages due to skills mismatch • Project Manager certification • Organizational re-alignment to be more responsive to changing business needs • Infusion of new project, business consulting, and technology skills -- hiring strategy • Early replacement hiring (double encumbering) • Training\Retraining • Developmental assignments • Rotational Assignments For the long term, NRC has identified the following strategies: • Maintaining strong Project Management capability • Organizational adjustments to be more responsive to changing business needs and organizational maturity • Ongoing Program to bring onboard developmental staff to maintain skill in critical areas project management, business consulting, and technology skills • Early replacement hiring • As professional series positions become vacant, backfill with general analysts rather than individuals with narrow subject matter expertise • Develop long-term strategy and succession planning
e. What measures of success are critical to your IT Workforce Planning effort?	A key measure of success for our IT Workforce Planning effort will be a reduction in the number of skill gaps identified during our annual skills assessment process.

Attachment B – Agency Specific Compliance. The following table identifies activities and products assigned to specified agencies. Agencies identified below should answer these questions.

	Response
7. GSA. Answer a through i. a. Describe progress to establish and timetable for completion of a program to encourage contractor innovations that enhance government-wide electronic services. Sec. 101, 3605	
b. Provide agency and contact information of persons participating in this effort. Sec. 101, 3605	
c. Describe progress to maintain and timetable for completion of a Federal Internet portal. Sec. 204	
d. Provide agency and contact information of persons participating in this effort. Sec. 204	
e. Describe progress and provide timetable for completion of the Digital Divide Study. Sec. 215	
f. Provide agency and contact information of persons participating in this effort. Sec. 215	

	Response
g. Describe progress and provide timetable for completion of electronic signature capability for secure electronic transactions. Sec. 203	
h. Describe progress and provide timetable for completion of report to Congress on implementation of share-in-savings. Sec. 210	
i. Describe progress and provide timetable for completion for Report to Congress on best practices of Community Technology Centers Sec 213	
8. NARA. Answer a, b, and c. a. Describe progress and timetable for completion to issue policies and procedures for recordkeeping of Federal Government information on the Internet and other electronic records. Sec. 207(e)(2)-(3)	
b. What are potential policies to be drafted for issue? Sec. 207(e)(2)-(3)	
c. Provide agency and contact information of persons participating in this effort. Sec. 207(e)(2)-(3)	
9. OPM. Answer a. through f. a. Describe progress and provide timeline for completion of issuing policies and guidance to meet IT workforce needs of the future. Sec. 209	
b. Describe progress and provide timeline for completion of report on existing government-wide IT training programs and recommendations for improvement or establishment of a program if none exist. Sec. 209(f)	
c. Describe progress and provide timeline for completion of establishment of an IT Exchange Program. Sec. 209(b)6	
d. Describe progress and provide timeline for completion of report on existing personnel exchange programs. Sec. 209(e)	
e. Describe progress and provide timeline for completion of a bi-annual report for Congress on agency use of the IT Exchange Program and the number of placements, exchanges, and assignments. Sec. 209	
f. Describe progress to identify agency IT competency gaps, curricula and training programs to narrow gaps, and agency IT training priorities Sec. 209	
10. Institute for Museum and Library Services. a. Describe progress and provide timetable for	

	Response
completion of development of an online tutorial on government information and services. Sec. 213	
11. DHS. Answer a and b a. Describe progress and provide timetable for completion of report to Congress on crisis preparedness, response, and consequence management. Sec. 214(b)1-4	
b. Describe progress and provide timetable for completion of pilot projects and further reports on using IT in Disaster Management. Sec. 214(c)	
12. DOI- Describe progress and provide timetable for development of Common Geospatial Protocols. Sec. 216	

Attachment C - Progress Update on the Government Paperwork Elimination Act (GPEA)

This attachment outlines the procedures agencies should follow to provide their 2003 GPEA updates in accordance with OMB Memorandum M-00-10, "OMB Procedures and Guidance on Implementing the Government Paperwork Elimination Act" and describes the information to be reported to OMB. The statutory deadline for compliance with GPEA was October 21, 2003.

What Should Be Provided to OMB?

Since your 2003 GPEA Data Collection Tool was submitted to OMB in early July 2003, the information you submitted to OMB may require updating to demonstrate agency performance on the deadline. In order for OMB to have an accurate representation of government-wide progress in GPEA implementation on October 21, 2003, OMB is requesting additional information from agencies.

[NOTE: If none of your information has changed, there is no need to resubmit anything for this attachment. Please annotate your report: "There are no changes in the GPEA data to report."]

Please revise your 2003 GPEA Data Collection Tool to reflect current status as of October 21, 2003 and submit the following information from your agency's tool:

1. Transformation Status Report

Please supply your revised total **numbers** for each column below. This information is readily available from the 2003 GPEA Data Collection Tool. Choose the Completion Status Report and select view by "Count". Your agency's GPEA Point of Contact will have this information for you. If you have difficulties, please contact OMB.

Agency	Total Transactions (Please provide numbers)	Transactions Completed As of Last Data Call (Prior to 10/01)	Transactions Completed Since Last Data Call (11/01-10/02)	Transactions Completed By 10/03 (11/02-10/03)	Transactions to be Completed Post 11/03	Transactions that will not be Completed
NRC	692	153	7	405	1	126

Source: 2003 GPEA Data Collection Tool, Completion Status Report. View by "Count".

2. Non-Completed Transaction Report

Please list any **transactions** that you projected to meet the GPEA deadline in your July submission, but were delayed, and an updated date of completion.

Transaction ID	Name	Agency	Revised: Date of Completion*
None			

Source: Non Completed Transaction Report, Your 2003 GPEA Data Collection Tool
*If completion date is unknown, mark as TBD.

There is no need to send the GPEA Data Collection Tool to OMB. If you have questions about GPEA, please contact Jeanette Thornton at jthornto@omb.eop.gov or by calling (202) 395-3562.