

April 26, 1999

MEMORANDUM TO: Janice Dunn Lee, Acting Director
Office of International Programs

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

SUBJECT: STAFF REQUIREMENTS - COMSECY-99-012 - OFFICE OF INTERNATIONAL PROGRAMS
ANNUAL REPORT

The Commission has approved your recommendation to provide a single annual briefing and discontinue the separate annual written report to the Commission on Office of International Programs (OIP) activities. OIP should continue to provide summary material for inclusion in the NRC FY Annual Report, as required by the OCIO in the abbreviated format.

The annual Commission briefing should be prepared to be open to the public. OIP should provide the Commission a proposed agenda outline in advance of the annual briefing to assure that areas of interest to the Commission are covered. The briefing should include appropriate emphasis on NRC's statutorily mandated activities for export and import licensing. The briefing should include activities related to participation in IAEA and NEA committees and assistance programs. The discussion should address how NRC management assures that these activities are consistent with NRC's strategic goals and statutory obligations and are appropriately coordinated internally and outside the agency to minimize duplication and overlap.

(OIP/SECY)

(SECY Suspense: 7/99)

cc: Chairman Jackson
Commissioner Dicus
Commissioner Diaz
Commissioner McGaffigan
Commissioner Merrifield
OGC
CIO
CFO
OCA
OIG