REQUEST FOR RECORDS DISPOSITION AUTHORITY	LEAVE BLANK (NARA Use Only)
TO: **NATIONAL ARCHIVES AND RECORDS ADMINISTRATION WASHINGTON, DC 20408**	JOB NUMBER N1-431-08-18
1. FROM (Agency or establishment) **U.S. Nuclear Regulatory Commission**	DATE RECEIVED 7/31/08
2. MAJOR SUBDIVISION or PROGRAM **Office of Nuclear Reactor Regulation**	**NOTIFICATION TO AGENCY** In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.
3. MINOR SUBDIVISION	
4. NAME OF PERSON WITH WHOM TO CONFER: Deborah H. Armentrout, CRM / 5. TELEPHONE: 301-415-7228	DATE 2/3/09 / ARCHIVIST OF THE UNITED STATES Adrienne Thomas

6. **AGENCY CERTIFICATION**

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached_page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

☒ is not required; ☐ is attached; or ☐ has been requested.

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
07/25/08	for Russell A. Nichols Margaret A. Janney, CRM/NS	NRC Records Officer

7. Item No.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS or Superseded Job Citation	10. Action Taken (NARA Use Only)
	Title: **Reactor Programs System** (See Attached Schedule) NRR PMDA Director — Date 7/14/08 Office of General Counsel — Date 7/22/08		

NRC record 3/4/09

REACTOR PROGRAMS SYSTEM (RPS)

RPS supports the NRC mission and strategic goals by providing the capability for planning, scheduling, conducting, reporting, and analyzing inspection activities at nuclear power reactors and other facilities handling radioactive materials in the United States. It is used as a tool for implementing the policy and inspection guidance for Programs assigned to the NRC regional offices and assesses the effectiveness and uniformity of the Region's implementation of those programs. It is used to plan and schedule licensing and other regulatory activities and provides information supporting the NRC's license fee collection process for the facilities.

RPS provides a concise record of activities associated with the regulation of power reactors by the NRC. RPS contains no unique records, and there is no public access to RPS.

1) **Inputs/Source Documents**
   a) **Licensee Identification Data**
   Information is obtained from reports and applications received from licensees.
   b) **Inspection and Inspection Planning Activities**
   Imported from standard plans for inspections and customized to meet the specific needs of the license or the inspection activity.
   c) **Inspector Identity**
   NRR and regional staff enter data on schedules and work assignments. NRC employees enter the number of regular and non-regular hours worked into the agency's time & labor system (HRMS). Actual labor hour data is copied to the RPS client server data base.
   d) Additional RPS information is entered manually by responsible project managers and staff based on the scope of the inspection activities and completion of these activities.

Approval by Archivist not needed.

Disposition: TEMPORARY. Information used to provide input to RPS is cut off after data has been entered and the information is verified to be correct. The input and source documents are transferred to the NRC Document Processing Center for entry into Agencywide Documents Access and Management System (ADAMS) or other appropriate recordkeeping system after cut off. After entry into the recordkeeping system, the documents are destroyed in accordance with the appropriate approved records schedule. Instruction

2) **Master Files**
   Information managed within RPS, includes:
   a) **Licensee Identification Data**
   - General information (Docket Number, Site and Unit, Location, Owner, Contacts)
   - Facility characteristics (e.g., Manufacturer, Licensee, Power Rating, Designer)
   - Licenses (Type, Expiration, Status)

   b) **Inspection Activities (Planning and Findings)**
   - Inspection Program Element (IPE)
   - Inspection Procedures
   - Inspection Documents (ML number references and dates)
   - Previous Findings Closeout
   - SALP and Performance Indicators Information
   - Construction Inspection Information Management
   - Safety Issues Management

   c) **Staff Identity** (Name, Organization, Actual Hour Data)

Disposition: TEMPORARY. Maintain the information in the RPS tables for as long as the NRC administers the licensing and inspection of Nuclear Power Plant Facilities. Cut off when the function is terminated or RPS is decommissioned. Transfer the information to the successor system and delete or destroy the RPS tables 1 year after cut off.

3) **Outputs**

Data can be retrieved using any of the fields in the database. No information in RPS is publically available.

a) **System Reports**

Standard reports are identified in Attachment 4. Reports created from the information in RPS are used for the administration of the power reactor licensing programs.

Disposition: TEMPORARY. Cut off and destroy when no longer required for business purposes.

b) **Electronic Information Transferred to FEES**

An electronic file is prepared from the RPS data and is submitted to FEES {OCFO] and used to compile quarterly contract costs as input to invoice Licensees.

Disposition: TEMPORARY. Cut off and destroy when no longer required for business purposes.

4) **RPS System Documentation**

System Documentation has been developed for RPS in accordance with NUREG/BR-0167, "Software Quality Assurance Program & Guidelines." The following work products are typical of the documentation developed and which are stored in Rational ClearCase.

- Data Dictionary
- Build and Installation Instructions
- Logical Design
- Online Help
- Operational Support Guide
- Physical Design
- Project Action Plan
- Project Charter
- Tactical Integration Plan
- Test Plan
- Training Material
- User Guide

~~a) Current Versions of the Documentation~~

Retain current revisions of these records in a controlled repository (e.g., Rational Suite or ADAMS) until development is complete and the software is operational. Transfer the final approved versions and subsequent revisions of these documents to ADAMS or other approved record keeping system in a format acceptable to the ADAMS administrators and Records Officer.

Approval by Archivist not needed.

Disposition: TEMPORARY. Cut off when the documents are superseded and destroy 1 year after cut off. GRS 20/11a(1)

~~b) Final System Documentation~~

Disposition: TEMPORARY. Cut off when RPS is decommissioned or superseded. Destroy 1 year after cut off. GRS 20/11a(1)

Approval by Archivist not needed.

ATTACHMENT 1
Background:

RPS was developed to fulfill power reactor regulation program requirements that evolved over several years starting in the mid-1990s. The initial issues to be included were identified in 1995 with both the staff's and GAO's findings relative to the lack of diagnostic capability concerning information contained in inspection program reports.

Although RPS satisfies critical requirements for improved information management and analytical capabilities performed as part of reactor regulatory activities and security, no Federal records are uniquely maintained in the system; the actual records are maintained in ADAMS or other approved record keeping system. RPS is the NRC's system that collects information once, at the source, and integrates information supporting both inspection and licensing for analysis. RPS provides an integrated methodology for planning, scheduling, conducting, reporting, and analyzing reactor inspection, licensing and other reactor regulatory activities. RPS does not contain vital records.

A basic premise of RPS is the central maintenance of common files, with a single point of data entry and sharing of information so that data can be entered once and used throughout any process where needed. RPS provides information that is consistent, reliable, and readily accessible to approximately 1,000 staff in NRC headquarters and regional offices. The RPS database includes inspection and licensing information, plant performance indicators, inspection follow-up items, safety issue data, NRC staff data, facility characteristics, and other reactor regulatory data. RPS improves information sharing that in turn decreases response times and improves the quality of decision making related to nuclear power reactor facilities in the United States.

RPS incorporated and streamlined the functions which were previously performed by the following systems:

- Master Inspection Planning System (MIPS),
- Facility (docket) file.
- Safety Information NETwork (SINET),
- Workload Information and Scheduling System (WISP),
- Regulatory Information Tracking System (RITS),
- Inspection Follow-up System (IFS),
- Plant Issues Matrix (PIM),
- Systematic Assessment of Licensee Performance (SALP),

Data in these prior systems were transferred to the appropriate RPS Module. RPS also includes additional functions, which were not part of the above systems, and provides an interface to the Human Resources Management System (HRMS).

RPS reports are used to monitor the implementation of the policy and inspection guidance for programs assigned to the NRC regional offices and to assess the effectiveness and uniformity of the region's implementation of those programs. They assist in planning and scheduling licensing and other reactor regulatory activities. RPS reports satisfy increasing and critical requirements for improved information management and analytical capabilities associated with reactor regulatory activities. Hardcopy reports are not routinely maintained and are destroyed when no longer needed. The Program Authority for RPS is the Energy Reorganization Act of 1974 (P.L. 93-438 as amended), 10 CFR 50 and other NRC guidance documents including, but not limited to:

- Atomic Energy Act of 1954, as Amended (P.L. 83-703)
- Reorganization Plan No. 1 of 1980 (NRC)

The RPS web site is located at http://nrr10.nrc.gov/rps/usg/index.html .

Dates: Data in RPS dates from 1989. Information captured in previous systems was transferred to RPS as it became operational; information has not been removed from RPS, but has been retained.

ATTACHMENT 2
Reactor Programs System (RPS) Subsystems:

Acronym	Name	Use	ID Number
RPS Database	RPS Common Module	Central RPS Module provides access to RPS data and functions	9709
RPS/ IP	Inspection Planning Module (IP)	Used by regions to plan inspections.	9709-1
RPS/ TRIM	Time Resource Inventory Management Module	Used by NRR for planning and scheduling work in NRR including opening, closing TACS and scheduling individual work.	9709-2
RPS/ IPC	Inspection Planning Cycle Module	Maintains the states of the inspection cycles at docketed facilities.	9709-3
RPS/ IPAS	Inspection Procedure Authority System Module	Maintains a list of currently approved inspection procedures.	9709-4
RPS/ IRTS	Inspection Report Tracking System	Creates standard inspection report references.	9709-5 (prev. 1205)
RPS/ IR	Item Reporting Module	Maintains the inspection. Follow-up items from inspections at docketed facilities	9709-6
RPS/ SAM	Security Access Method Module	Security module which controls access by users to modules of the client-server systems at the NRC (RPS, OLTS, AMS, etc.)	9709-7
RPS/ TABLES	Tables Module	Utilities used to maintain systems tables in the client server database including the staff file and the facilities file	9709-8
RPS/ REPORT	Reports Module	Module which contains all of the reports from the RPS modules including Performance measures.	9709-9
RPS/PM	Performance Measures Module	Reports generated from the RPS data.	9709-10
RPS/ROP	Reactor Oversight Process	Maintains performance indicator and other data from the RPS database on the internal and external web	9709-11
RPS/ NRCUTIL	Utilities	Tracks Financial and Budget details and associated Job Code Numbers (JCNs). Tracks docket-related fee billable outside contract costs by month, job code number, docket and TAC. Quarterly reports on contract costs are provided to Fees Billing	9709 -12
RPS/ SIMS	Safety Issues Management System		9709-13
RPS/ CIPIMS	Construction Inspection Program Information Management System	Supports the Part 52 Licensing process.	9709-14 (prev. 20050009)

ATTACHMENT 3
RPS Interfacing Systems

Acronym	Name	System Number
TACS	Technical Assignment Control System	1208
LTS	Licensing Tracking System	1266
FEES	Fees	1289
PMNS	Public Meeting Notice System	20040038
CMSW	Case Management System – Web	20050012
ROE	Reactor Operating Events	3594
EATS	Enforcement Action Tracking System	6029
HFIS	Human Factor Information System	81009
OIMIS AND OIMISWIN	Office of Investigations Management Information System	9719
OLTS	Operator Licensing Tracking System	A0048
GLTS	General Licensing Tracking System	B0041
HRMS	Human Resources Management System	E0003-1, (prev. 9709-C)
CAS	Cost Accounting System	E0003-2
EPM	Enterprise Project Management [NRO]	20060087

These systems are scheduled separately

ATTACHMENT 4
Types of RPS Reports

The Reactor Programs System (RPS) REPORTS application is intended to provide users with a centralized mechanism for obtaining report data from many of the systems included in the RPS application. The REPORTS application produces reports for the following report categories:

- IP (Inspection Planning)
- IPAS (Inspection Procedure Authority System)
- IPC (Inspection Planning Cycle)
- IR (Inspection Reporting)
- IRTS (Inspection Report Tracking System)
- PM (Performance Measures)
- RITS (Regulatory Information Tracking System)
- TABLES
- WITS (Work Items Tracking System)

For example, the following 29 standard reports can be created from the Inspection Planning report menu. Similar listings of standard reports are available from the other report categories.

- **IP Site Activity Timeline (GANTT) Report (1)** – Provides either a 3-month or 12-month Inspection activity timeline per Site. The report is available in either summary or detail format. Results may be sorted by Site (the default) or Activity start date.
- **IP Resource Activity Timeline by Individual (GANTT) Report (2)** – Provides either a 3-month or 12-month timeline of activities performed by an Organization staff member. The report is available in either summary or detail format. Results are sorted by last name of staff member.
- **IP Resource Activity Timeline by Organization (GANTT) Report (3)** – Provides either a 3-month or 12-month timeline of activities performed by an Organization. Results may be sorted by start date (the default) or by Organization number and staff last name.
- **IP Outage/INPO Activity Timeline (GANTT) Report (4)** – Provides a 12-month timeline of INPO and outage activities scheduled for a Region. Results are sorted by activity start date.
- **IP Team Inspection Timeline (GANTT) Report (5)** – Provides a 12-month timeline of Inspection activities per Site. The report is available in either summary or detail format. Results are sorted by Site and activity start date.
- **IP Major Activity Timeline (GANTT) Report (6)** – Provides a 12-month timeline of Inspection activities per Site. The report is available in either summary or detail format. Results are sorted by Site and major activity code.
- **IP Organization Schedule Report (7)** – Provides a weekly breakdown of activities performed by Organization staff over a period of 16 weeks. The report is divided into two parts: Part A has the data for the first eight weeks and Part B has the data for the second eight weeks. A graph options has also been added that provides a graph illustration of the major activities at the beginning of the report. The report is available in either summary or detail format. Results may be sorted by Organization (the default) or by the staff member last name.
- **IP Site Schedule Report (7a)** – Provides a weekly breakdown of activities performed at a Site over a period of 16, 32, 48, or 64 weeks. The report is available in either summary or detail format. Results are sorted by the staff member last name, with the option to sort by Organization.
- **IP Individual Schedule Report (7b)** – Provides a weekly breakdown of activities performed at a Site over a two-week period. The report is available in either summary or detail format. Results are sorted by staff member last name.
- **IP Individual Schedule (2-wks) Report (7c)** – Provides a weekly breakdown of activities performed at a Site over a two-week period. The report is available in either summary or detail format. Results are sorted by staff member last name.
- **IP Site Activity Detail Report (8)** – Provides a list of activities, participating staff members, and scheduled hours spent per activity at a Site. Results are sorted by Site and Activity start date.

- **IP Actual Hours by Procedure/TI/TAC Report (9)** – Provides a list of regular/OT hours spent per Docket. Results may be sorted by Site and report number (the default) or by Site and Procedure/temporary instruction (TI)/Technical Assignment Control (TAC) system number.
- **IP Actual Hours by Inspection Report Summary Report (10)** – Provides a list of regular/OT hours spent per Docket. Results are sorted by Site, report number, Procedure and IPE.
- **IP Functional Area to IPE Detail Report (11)** – Provides a breakdown of authorized/scheduled/actual hours spent per IPE code per IPC area at each Site. The report is available in either summary or detail format. Results are sorted by Site.
- **IP Functional Area Facility Summary Report (12)** – Provides a breakdown of authorized/scheduled/actual hours spent per functional area code per Facility. Results are sorted by Site.
- **IP Functional Area to IPE Regional Summary Report (13)** – Provides a breakdown of authorized/scheduled/actual hours spent per IPE code per Region. IPE codes are grouped into three categories: Baseline, Generic Inspections, and Regional Initiatives. Results are sorted by IP Functional Area code.
- **IPE Facility Summary Report (14)** – Provides a breakdown of authorized/scheduled/actual hours spent per IPE code per Facility. Results are sorted by Facility.
- **IP Procedure to IPE Regional Summary Report (15)** – Provides a breakdown of authorized/scheduled/actual hours spent per IPE code per Procedure. Results are sorted by Procedure number.
- **IP Procedure Summary by IP Functional Area Report (16)** – Provides a summary of scheduled/actual hours spent and completion status information of Procedures per IPC area code. The report is available in either summary or detail format. Results are sorted by Facility and IP Functional Area code.
- **IP Procedure Summary by IPE Report (17)** – Provides a summary of scheduled/actual hours spent and completion status information of Procedures per IPE code. The report is available in either summary or detail format. Results are sorted by Facility and IPE code.
- **IP Procedure Analysis by Procedure/IPE Report (18)** – Provides an analysis of time spent per Procedure, responsible Organization/staff, and Revised Oversight Process (ROP)/non-ROP sample status. Results may be sorted by Procedure or Site/Facility.
- **IP Procedure Analysis by TI Status Report (19)** – Provides an analysis of time spent per Procedure, responsible Organization/staff, and completion status information. Results may be sorted by TI Procedure number or Facility.
- **IP Functional Area Inspection Detail Report (20)** – Provides detailed Functional Area information for each Facility within each Site and Organization selected. Results may be sorted by Facility name, IP Functional Area code, and Procedure.
- **IP Operator Licensing Exam Schedule Report (21)** – Provides a schedule of exams being offered for each Procedure, along with information about the location of the exam and the exam staff involved. This is a four-part report: Part 1 provides detail on the exams offered per exam week; Part 2 provides summary information sorted by date; Part 3 provides summary sorted by Site; and Part 4 provides summary sorted by Region. Results are sorted by exam date.
- **IP Inspection/Activity Plan Report (22)** – Provides a schedule of planned Inspection Activity for the Docket selected. Results are sorted by planned start and end dates.
- **IP Planning Considerations Report (23)** – Provides a list of planned action items for the Docket selected, along with information on scheduling and responsible staff. This is a five-part report: Part 1 lists all open actions from the Allegation Management System; Part 2 lists all open items from the IR item list report; Part 3 lists all unscheduled procedures for the current assessment period; Part 4 lists all previously scheduled procedures (with no actual hours charged) for the current assessment period; and Part 5 lists all unplanned procedures for which hours have been charged. Results are sorted by Site.
- **IP Security Activity Plan Report (24)** – Provides a list of security and safeguard inspection activities scheduled for the selected Docket(s). Results are sorted by Docket and Inspection Activity code.
- **IP Activities Nearing Completion w/o Inspection Report (25)** – Provides a listing of site inspection activities nearing completion that are not yet associated with an inspection report. This is a three-part report: Part 1 lists all ongoing activities that are due within three weeks of the current date; Part 2 lists all ongoing activities that have an end date three weeks or greater from the current date; Part 3 lists all

activities that are closed that have an end due date within three weeks of the current date. Results are sorted by Facility and Inspection Activity code.

- **IP Resource Usage Report (26)** – Provides a total of hours expended per activity over a selected time period. The report can be produced in two formats: a regional comparison, which provides separate totals according to whether a site has a single unit or multiple units, or a site-by-site comparison, which shows the hours expended per activity at each individual site. Results may be sorted by the Activity code and by either number of units per Site or Site name.