

(SP-98-049, June 1998, Other, Electronic Document Distribution)

DATED: JUNE 12, 1998

SIGNED BY: RICHARD L. BANGART

IMPORTANT INFORMATION

ALL AGREEMENT STATES
OHIO, OKLAHOMA, PENNSYLVANIA

TRANSMITTAL OF STATE AGREEMENTS PROGRAM INFORMATION (SP-98-049)

Your attention is invited to the enclosed correspondence which contains:

INCIDENT AND EVENT INFORMATION.....

PROGRAM MANAGEMENT INFORMATION...

TRAINING COURSE INFORMATION.....

TECHNICAL INFORMATION.....

OTHER INFORMATION..... XX ELECTRONIC DOCUMENT
DISTRIBUTION

Supplementary Information: In May 1994, the Office of State Programs (OSP) published Agreement State Letter SP-94-072, Internet Access to State Programs. In this letter we stated our intent to develop electronic mail (E-mail) and file transfer capability to distribute information to the States. We planned to replace our existing program of distributing hard copy documents with electronic file transfer. For more information, SP-94-072, is available at the OSP Web site.

Currently, we are distributing documents via the OSP-Announcements server and also faxing or mailing a copy of the document to the States. Copies of the documents are also e-mailed to our contractor who posts them to the OSP Web site (<http://www.hsrdo.ornl.gov/nrc/home.html>). The facsimiles and hardcopy mailings have served as a backup to the electronic documents sent to the States. Faxing and mailing also distributed documents to the States that were not in electronic formats. Starting in January 1998, we began to distribute documents and most enclosures electronically.

Our experience with the electronic distribution of documents over the last four years has been very favorable. The OSP-Announcements list server is quick and reliable. Also, our Web site permits the retrieval of new documents within a day, or two, from the time we dispatch it. Therefore, to improve efficiency in operations, we can cease faxing and mailing routine OSP correspondence to the States.

We are asking each Program Director to review their procedures for receiving correspondence from the OSP-Announcements list server. Any number of individuals may subscribe, but we recommend that each State have at least two recipients for OSP-Announcements, one of whom should be the Radiation Control Program Director. We have posted subscription directions to OSP-Announcements to our Web site (<http://www.hsrdo.ornl.gov/nrc/home.html>).

Distribution of correspondence by facsimile and mail will end on July 1, 1998. We will continue to maintain facsimile distribution capability for emergencies, when network services are down for an extended period or when a non-electronic document needs to be sent to the States. Copies of lengthy documents that are likely to be of wide-spread interest may also continue to be mailed.

If you have questions about this letter, the conversion to a fully electronic distribution process, or are unable to receive documents electronically, please contact the individual named below.

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