

AUTOMATION OF NUCLEAR TRANSFER TRANSACTIONS

Statement of Work DE-AF52-09NA29160

Background

The Office of International Regimes and Agreements is the responsible office in the Department of Energy for administering Subsequent Arrangements and nuclear technology transfers in accordance with 10 CFR Part 810. Additionally, it provides technical evaluation for the Executive Branch of all license applications for nuclear equipment and material transfers submitted to the Nuclear Regulatory Commission.

Proliferation Data Services under past contracts has successfully created electronic files of all Subsequent Arrangement and NRC case files from the inception of these transactions through 2003. The electronic files consist of two types, PDF and Access. Each PDF file is a read only file containing every document for each case. The Microsoft Access database contains relevant data from each case that can be quickly referenced by analysts. The combination of these files gives DOE the ability to monitor these transfers over time and to evaluate new cases as they arise.

Objective of the Project

The objective of this proposed work is to update the Subsequent Arrangement and NRC databases to include all files through the end of 2008 and to create a new database of all 10 CFR Part 810 cases from as far back as records are available through the end of 2008. At the completion of the project the three major elements of the work conducted by the Office of International Regimes and Agreements will be completely automated. This will not only eliminate the need for costly storage space but will make the information readily available for analysts to use in the course of their work.

Statement of Work

The Contractor will perform three tasks under the Contract:

Task 1: Update databases for Subsequent Arrangements. NA-243 will provide Contractor with paper files of all Subsequent Arrangement cases acted on since 2003. Contractor will separate files between those dealing with Special Authorizations and those dealing with retransfers. Documents in each file will be arranged in the same order used to automate previous Subsequent Arrangements. Each file will be coded according to the system used for previous Subsequent Arrangements. The files will then be scanned into PDF files. The PDF files will be added to the Share Drive on the Department of Energy computer that is available to the Office of International Regimes and Agreements. The Contractor will produce a CD containing the PDF files as backup. The Microsoft Access database containing all Subsequent Arrangements from inception through 2003 will be updated by the Contractor. In addition to updating the database on the Share

Drive the Contractor will provide new compact disks (CD) containing all Subsequent Arrangements through first quarter of 2009.

Deliverables

Electronic files in PDF format will be delivered to the Office of International Regimes and Agreements of all Subsequent Arrangements completed since the completion of the last automation project (end of 2003) through the end of the first quarter of calendar year 2009. The updated Microsoft Access database containing tables of all Subsequent Arrangements will be placed on a compact disk (CD). These files will be delivered on two copies of compact disks (CD) prepared by the Contractor and will be copied onto the Share Drive of the Department of Energy computer.

Task 2: Update databases for NRC Licenses. NA-243 will provide Contractor with paper files of all NRC License cases processed by DOE since 2003. The Contractor will separate the files by type of license (source material, special nuclear material, components, reactors/non-nuclear material/by-products/waste). Documents in each file will be arranged in the same order used to automate previous NRC Licenses. The files will then be scanned into PDF files. The PDF files will be added to the Share Drive on the Department of Energy computer that is available to the Office of International Regimes and Agreements. The Contractor will produce a compact disk (CD) containing the PDF files as backup. The Microsoft Access database containing all NRC Licenses from inception through 2003 will be updated by the Contractor. In addition to updating the database on the Share Drive the Contractor will provide new CDs containing all NRC Licenses through 2008.

Deliverables

Electronic files in PDF format will be delivered to the Office of International Regimes and Agreements of all NRC license cases completed since the completion of the last automation project (end of 2003) through the end of the first quarter of calendar year 2009. The updated Microsoft Access database containing tables of all NRC licenses will be placed on a compact disk (CD). These files will be delivered on two copies of compact disks (CD) prepared by the Contractor and will be copied onto the Share Drive of the Department of Energy computer.

Task 3: Create an automated database of all 10 CFR Part 810 cases. NA-243 will provide Contractor with all files containing information about past Part 810 cases. Contractor will evaluate all available files to determine best format to use to automate the files. Principal Investigator will develop for approval of NA-243 the fields to use to create the Access database. It is anticipated that there will be several types of Part 810 files, including those cases where the scope of the proposed work was outside the scope of Part 810; those cases determined to be generally authorized; and those cases that required the personal authorization of the Secretary of Energy. Of particular interest to NA-243 are the policy considerations that went into the decision to approve or deny.

All documents in each Part 810 case file will be scanned to produce PDF files. These files will be added to the Shared Drive and a CD created by the Contractor for NA-243. The relevant information from each file will be entered into the Access database. The database will be added to the Shared Drive and a CD created for NA-243.

Deliverables

Electronic files in PDF format will be delivered to the Office of International Regimes and Agreements of all Part 810 cases addressed by the Office through the end of the first quarter of calendar year 2009. The newly created Microsoft Access database containing tables of all Part 810 cases will be placed on a compact disk (CD). These files will be delivered on two copies of compact disks (CD) prepared by the Contractor and will be copied onto the Share Drive of the Department of Energy computer.