

NCSD White Paper Overview and Process Lifecycle

Introduction

This document presents an overview of the American Nuclear Society (ANS) Nuclear Criticality Safety Division (NCSD) Education Committee and delineates the white paper process lifecycle.

Background

The mission of the ANS NCSD Education Committee is, *“To promote development of nuclear criticality safety expertise by providing opportunities that offer technical growth and recognition.”*

In 2001, the NCSD Executive Committee initially endorsed use of white papers to relate guidance on pertinent issues or share examples of sound practices in the Nuclear Criticality Safety (NCS) community. The white paper process lifecycle is intended to be a venue for NCSD members to promote best practices, lessons learned or to explore meaningful discussions on issues of importance to the NCS community. White papers are intended to be *living documents* that could and should change over time and with technological advances.

Discussion

In order to benefit the NCS community, NCSD white papers are managed under the auspices of the NCSD Education Committee. It is incumbent upon the appointed Chair of the NCSD Education Committee and its voting members to effectively steer and manage all white papers through approval and periodic review.

For a current listing of available white papers, please refer to the NCSD website: <http://ncsd.ans.org/white-papers/>. The following are *examples* of current white paper topic areas:

- Establish an introductory overview and white paper process lifecycle
- Establish guidance on a successful nuclear criticality safety mentoring program
- Establish guidance on an acceptable evaluation of nuclear criticality safety
- Establish guidance on integrating NCS into design of fissionable material processes, equipment, and facilities

Process Lifecycle

The white paper begins with a relevant subject matter or guidance topic that could add value to ANS NCSD. Once the Education Committee agrees to work on the topic, volunteers are assigned to draft the white paper. **Figure 1** best represents the NCSD Education Committee white paper review, approval, and periodic maintenance process (a.k.a., “process lifecycle”).

Upon review and internal approval of a white paper by the NCSD Education Committee, a recommendation is made to the NCSD Executive Committee to post the white paper on the NCSD website (<http://ncsd.ans.org/site>) for 60-day review and comment period from division members. Additional membership participation may be coordinated through publication notice in the NCSD newsletter.

After final internal Education Committee comment resolution, the NCSD Education Committee Chair recommends to the NCSD Executive Committee final approval for publication to NCSD website.

NOTE: A provision for ANS Subcommittee 8 white paper endorsement may be made *prior to approval* by the NCSD Executive Committee. This provision is to ensure the subject matter content of the white paper content does not conflict with published ANSI/ANS-8 series national

consensus standards. Both native (e.g, *.docx and *.pdf files are permissible formats for posting to the web).

Because of the “living” nature of these documents, the posted white paper content should be periodically reviewed or reaffirmed. At a minimum, all published white papers should be reviewed not less than once every 5 years. Any revisions to white papers (other than minor editorial corrections) shall be subject to the same approval process as the latest approved revision. Minor editorial corrections may be reaffirmed by the NCSD Education Committee Chair and primary author.

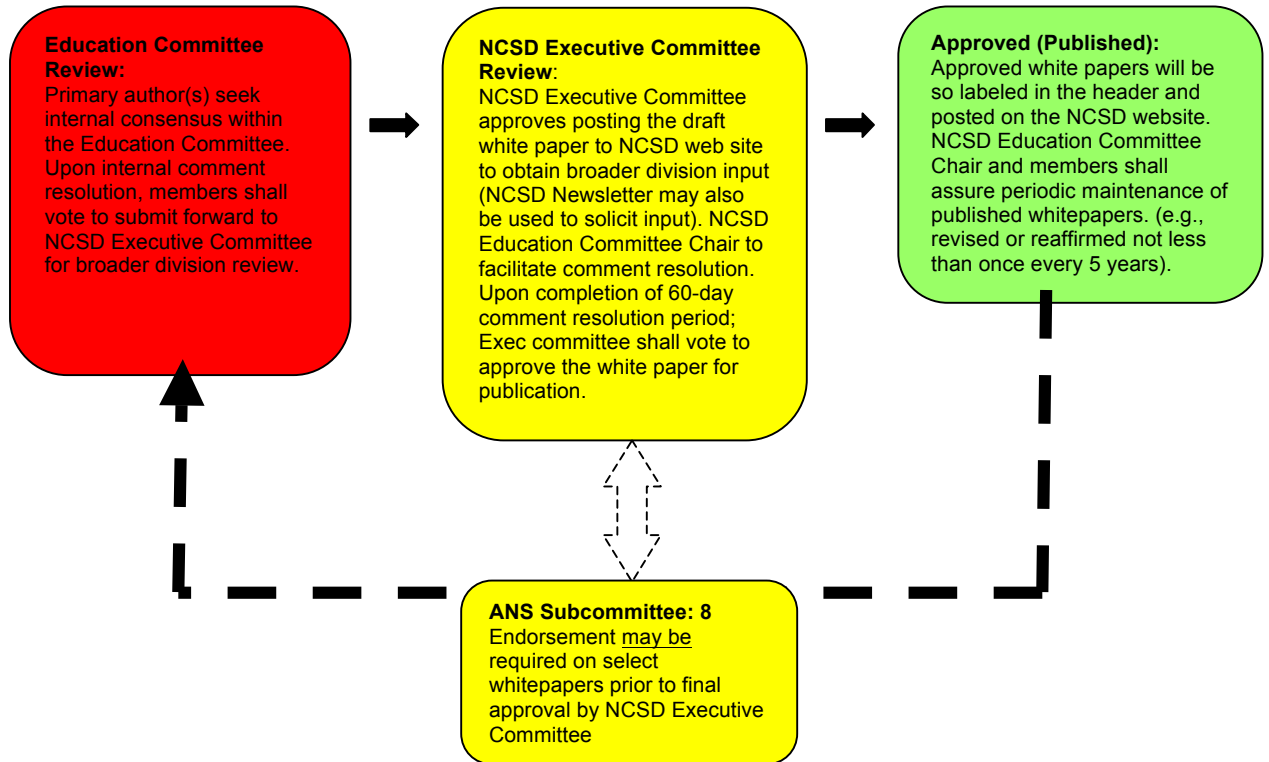


Figure 1. NCSD Education Committee White Paper Process Lifecycle

Conclusions

Nuclear Criticality Safety Division (NCSD) white papers help fulfill the Education Committee mission. The process defined herein ensures the white papers are a quality product.