2. AMENDMENT/MODIFICATION NO.	AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES
	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ.	NO. dtd 6/24/03 5. PROJECT	NO. (If applicable)
2	See Block 16.C	ADMIN RES-03-049		
6. ISSUED BY COD	3100	7. ADMINISTERED BY (if other than Nem 6) CODE 3100		3100
U.S. Nuclear Regulatory Commission Division of Contracts Two White Flint North - MS T-7-I-2 Contract Management Center 2 Washington, DC 20555		U.S. Nuclear Regulatory Commission Division of Contracts Two White Flint North - MS T-7-I-2 Contract Management Center 2 Washington, DC 20555		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)			(X) 9A. AMENDMENT OF SOLICITATION NO.	
Oregon State University ATTN: Clem LaCava			9B. DATED (SEE ITEM 11)	
306 Kerr Administration Corvallis OR 97331-2147			10A. MODIFICATION OF CONTRACT/ORDER NO. NRC-04-03-049	
	108. DATED (SEE ITEM 13) X 03-19-2003			
	FACILITY CODE	MENDMENTS OF SC		
·	tue of this amendment you desir nakes reference to the solicitation	e to change an offer already s n and this amendment, and is	ubmitted, such change may be a received prior to the opening ho	made
	PLIES ONLY TO MODI	•	-	
	Authority) THE CHANGES SET FORTH			
(Specify A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify)				
A THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify) 8. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF I		ANGES (such as changes in pay		
8. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED	FAR 43.103(b).	ANGES (such as changes in pay	καμοτικο, ακριτοριτικοντι ομοσ, στ)	
8. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF I	FAR 43.103(b).	ANGES (such as changes in pay	α τη	
A THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF I C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PUI D. OTHER (Specify type of modification and authority) E. IMPORTANT: Contractor is not, x	FAR 43.103(b). RSUANT TO AUTHORITY OF: is required to sign this documen	nt and return2 co	pies to the issuing office.	
A THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF I C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PUI D. OTHER (Specify type of modification and authority) E. IMPORTANT: Contractor is not, x	FAR 43.103(b).	nt and return2 co	pies to the issuing office.	· · · ·

Except as provided herein, all terms and conditions of the document referenced in Hern BA or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SKENEE CLEM LACAVA A:st Contract Administrator		16A. NAME AND FILE OF CONTRACTING OFFICER Stephen M. Pool Contracting Officer	(Type or print)
158. CONTROJCTOR/ORFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY (Signature of Contracting Officer)	To TOC. DATE SIGNED
TEMPLATE - ADMOON			STANDARD FORM 30 / (REV 10-83)

NRC-04-03-049 Modification No. 2 Page 2

The purpose of this modification is to modify Section F to include instructions for preparing international trip reports. Accordingly, the contract is hereby modified as follows:

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Under Section F, Deliveries or Performance, the following is incorporated as Section F.7:

"F.7 INSTRUCTIONS FOR PREPARING INTERNATIONAL TRIP REPORTS

Upon the completion of a trip to a foreign country the contractor shall provide a report which shall include the following:

- 1. Trip reports that document the results of international travel shall be prepared by the traveler, following the attached model. The trip report should be as long as necessary to convey the essence of the trip, but not longer than necessary (e.g., a few pages may be adequate).
- 2. Trip reports shall be submitted within 30 days of completing the foreign travel. However, if the results of the foreign travel are of high interest to the NRC for safety or policy reasons, the traveler shall provide an oral report to his or her NRC Project Officer as soon as possible. If deemed necessary by the project officer, a brief (one page-maximum) "quick look" summary shall be sent to the appropriate NRC Project Officer within one week of completing the foreign travel. Interoffice distribution of the quick look report will be determined by the Deputy Office Director.
- 3. In order to improve coordination, trip reports shall be submitted only to the NRC Project Officer. The NRC Project Officer will in turn review the reports and distribute them internally to the appropriate NRC Offices, staff, and to the ADAMS document file. The NRC Project Officer will also make the determination as to whether the trip report could/should be transmitted to the Commission. All trip reports shall be attached to a cover letter to the NRC Project Officer.
- 4. Whenever possible, every effort should be made to issue one consolidated trip report when there are multiple travelers by the same contractor.
- 5. Unless stated otherwise, trip reports are to be marked as nonpublic, for internal use only. If the report contains sensitive information it shall be identified as such and have limited internal distribution. The NRC Project Officer will be responsible for placing the document into ADAMS."

All other terms and conditions of the subject contract, including the ceiling amount of \$582,000.00, remain unchanged.

NRC-04-03-049 Modification No. 2 Page 3

A summary of obligations, from the award date, through the date of this action are provided below:

FY 03 Obligations: \$282.000.00

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Total Obligations: \$282,000.00

This modification does not obligate any funds.

SAMPLE NRC INTERNATIONAL TRIP REPORT

Subject

Dates of Travel, Countries and Organizations Visited

Author, Title, Contract Number, and Agency Affiliation

<u>Sensitivity</u> (Was there anything sensitive about the trip itself or the information being reported? Please indicate not applicable; sensitive information (limited to NRC); proprietary information (either business-confidential or foreign information provided in confidence); or classified information (confidential, secret, or top secret). This report and all applicable documents must be marked, handled, and protected as appropriate for their sensitivity.

<u>Background/Purpose</u> (What was the reason for the trip? What led to it? Why is NRC involved? Traveler may wish to draw upon justification in NRC Forms 445 and 279.)

<u>Abstract: Summary of Pertinent Points/Issues</u> (the abstract must summarize the discussions, identify any policy matters that need to be brought to the Commission's attention, identify any issues that need managements' attention, assess whether the interaction was worthwhile and achieved the desired outcomes, and identify any "best practices" that should be considered by NRC. Should NRC participation in this activity be continued? Did the meeting achieve its objectives?)

<u>Discussion</u> (Include more detailed description or observations about the meetings, conference, or facility visit, what was accomplished, and what the benefit was to NRC or to the national interests.)

<u>Pending Actions/Planned Next Steps for NRC</u> (Indicate any open actions, including unresolved problems or issues and NRC necessary or useful follow-up.)

<u>Points for Commission Consideration or Items of Interest</u> (If applicable, highlight information the Commission needs to know or in which it would be interested. Indicate whether Commission action is required (if known) and, if so, how or when Commission guidance or engagement will be sought. If there are any items of interest to the Commission, this should also be briefly highlighted in a transmittal memo. Responses to this item should be coordinated with the NRC program manager.)

<u>Attachments</u> (Include only the agenda, if available, and pertinent documents, listed by title.)

<u>"On the Margins"</u> (Indicate any additional information that is of probable interest to NRC but not directly related to the purpose of the trip.)