

December 1, 2003

MEMORANDUM TO: Joseph Shea, Project Director  
Nuclear Security Policy Project Directorate  
Division of Nuclear Security, NSIR

FROM: Fritz Sturz, Sr. Safeguards Technical Analyst */RA/*  
Materials, Waste, and Transportation Security Section  
Division of Nuclear Security, NSIR

SUBJECT: NOTICE OF CLOSED MEETINGS ON DECEMBER 8, 10, AND 11,  
2003, BETWEEN THE NRC AND MANUFACTURING AND  
DISTRIBUTION LICENSEES

DATE: December 8, 2003  
TIME: 8:30 a.m. to 4:30 p.m.

LOCATION: U.S. NRC Region I  
475 Allendale Road  
King of Prussia, PA 19406-1415

DATE: December 10, 2003  
TIME: 8:30 a.m. to 4:30 p.m.

LOCATION: California Department of Health Services  
Division of Food & Radiation Safety  
Radiological Health Branch  
601 North 7th Street  
Sacramento, CA 94234-7320

DATE: December 11, 2003  
TIME: 8:30 a.m. to 4:30 p.m.

LOCATION: U.S. NRC Region IV  
Texas Health Resources Tower  
611 Ryan Plaza, Suite 400  
Arlington, TX 76011-4005

PURPOSE OF MEETINGS: TO DISCUSS REQUIREMENTS FOR PROTECTING  
SAFEGUARDS INFORMATION - MODIFIED HANDLING AND  
DRAFT ADDITIONAL SECURITY MEASURES

**THESE MEETINGS ARE CLOSED TO PUBLIC ATTENDANCE  
(SAFEGUARDS INFORMATION)**

PARTICIPANTS: Participants include members of the Office of Nuclear Material Safety and Safeguards (NMSS); Office of Nuclear Safety and Incident Response (NSIR); Regions I and IV, and Agreement States

NRC

C. Cox, NMSS  
J. Hickey, NMSS  
F. Sturz, NSIR  
R. Costello, NSIR  
R. Turtill, NSIR  
J. Joustra, RI  
J. Kinneman, RI  
D. White, RI  
B. Brown, RIV

AGREEMENT STATES

S. Fitch, NM  
E. Bailey, CA

All meeting attendees must pre-register by the close of business on **December 5, 2003**. Please ensure that expected attendees other than NRC employees provide identifying data **(name and company)**. Please e-mail or fax pre-registration to **Fritz Sturz at [fcs@nrc.gov](mailto:fcs@nrc.gov) or fax number 301-415-6661**. The meeting agenda is attached.

Attachment: Agenda

CONTACT: Fritz Sturz  
301-415-6678 or  
e-mail [fcs@nrc.gov](mailto:fcs@nrc.gov)

Charles Cox  
301-415-6755  
[CXC5@nrc.gov](mailto:CXC5@nrc.gov)

**PARTICIPANTS:** Participants include members of the Office of Nuclear Material Safety and Safeguards (NMSS); Office of Nuclear Safety and Incident Response (NSIR); Regions I and IV, and Agreement States

NRC

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 J. Hickey, NMSS  
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 301-415-6678 or  
 e-mail [fcs@nrc.gov](mailto:fcs@nrc.gov)

Charles Cox  
 301-415-6755  
[CXC5@nrc.gov](mailto:CXC5@nrc.gov)

DISTRIBUTION:

OPS (email to OPS) R. Zimmerman M. Weber PMNS  
 G. Tracy J. Shea J. Goldberg (OGC) C. Miller  
 M. Virgillio T. Essig P. Lohaus r. Blanton  
 EDO: B. Wetzel NRC File Center Non-Public  
 Manufacturing and Distribution Licensees issued Order on Nov. 25, 2003  
 Affected Agreement States

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ADAMS Accession Number:

\* see previous concurrence

OFC:	MTWS/DNS	E	MSIB/IMNS	OSTP	MTWS/DNS	PD:DNS
NAME:	F. Sturz*		C. Cox* e-mail	R. Blanton * e-mail	M. Layton	J. Shea
DATE:	11/26/2003		12/01/2003	11/ 26/2003	12/1/2003	12/1/2003

**C = COVER E = COVER & ENCLOSURE N = NO COPY  
 OFFICIAL RECORD COPY**

MEETING WITH MANUFACTURING AND DISTRIBUTION LICENSEES  
TO DISCUSS REQUIREMENTS FOR PROTECTING SAFEGUARDS INFORMATION -  
MODIFIED HANDLING AND DRAFT ADDITIONAL SECURITY MEASURES

December 8, 10, and 11, 2003

AGENDA

REGISTRATION	8:30am-9:00am
INTRODUCTIONS AND OPENING REMARKS	9:00am-9:30am
<ul style="list-style-type: none"><li>• Purpose and objectives for the meeting</li><li>• Format and procedures for participation in the meeting</li><li>• Background<ul style="list-style-type: none"><li>- NSIR Organization</li><li>- Development of Additional Security Measures</li></ul></li></ul>	
DISCUSSION: PROTECTING SAFEGUARDS INFORMATION	9:30am-10:30am
BREAK	10:30am-10:45am
DISCUSSION: PROTECTING SAFEGUARDS INFORMATION (continued)	10:45am-11:30am
DISCUSSION: ORDER IMPOSING ADDITIONAL SECURITY MEASURES	11:30am-12:00pm
LUNCH	12:00pm-1:00pm
DISCUSSION: ADDITIONAL SECURITY MEASURES	1:00pm-2:30pm
BREAK	2:30pm-2:45pm
DISCUSSION: ADDITIONAL SECURITY MEASURES (continued)	2:45pm-3:30pm
DISCUSSION: REGULATORY ISSUE SUMMARY HSAS TABLE	3:30pm-4:00pm
CLOSING REMARKS	4:00pm - 4:30pm
<ul style="list-style-type: none"><li>• Summation of major topics</li><li>• Next steps</li><li>• Comments and questions</li></ul>	