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**UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D.C. 20555-0001**

**FAX FROM  
DIVISION OF INDUSTRIAL AND MEDICAL NUCLEAR SAFETY (IMNS)  
OFFICE OF NUCLEAR MATERIAL SAFETY AND SAFEGUARDS (NMSS)  
FAX NO. (301) 415-5369**

**DATE: 10/27/2003**

<b>NAME: Rich Edland</b>	<b>FAX NO: (651) 736-2285</b>
<b>NAME:</b>	<b>FAX NO:</b>
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<b>FROM: Jonathan Rivera</b>	<b>PHONE NO: (301) 415-5810</b>
<b>NUMBER OF PAGES INCLUDING COVER SHEET</b> <u>2</u>	
<b>DOCUMENT DESCRIPTION:</b>	
<p>Rich,</p> <p>The following page is a copy of NUREG-1556, Vol. 3, Section 13.4, which lists the information needed in order to inactivate an SS&amp;D registration certificate. Certificate numbers <u>NR-459-S-101-S</u> and <u>NR-459-S-102-S</u>, for <u>Minnesota Mining &amp; Manufacturing</u> still appear as active. Please send a letter with the needed information to the address below, in order for us to inactivate these registration certificates.</p> <p>Attn: Jonathan Rivera U.S. Nuclear Regulatory Commission Division of Industrial and Medical Nuclear Safety Materials Safety and Inspection Branch Washington, DC 20555</p>	
<b>COMMENTS:</b>	

*Send here*



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COMMENTS:	

## 13.4 TRANSFERS TO INACTIVE STATUS

If a registration certificate holder requests that a registration certificate be transferred to inactive status<sup>11</sup>, the registration certificate holder should provide:

- the total number of the products sold; the number of products still in use<sup>12</sup>;
- the services (including source replacement and availability) the registration certificate holder will still provide to users of the product or the identification of an entity that will provide services;
- a commitment that the registration certificate holder will no longer commercially distribute the product; and,
- verification that no changes were made to the product since its initial registration or last amendment.

The reviewer must verify that the above information is included and that the background file for the product evaluation is complete and accurate. Because some registrations were issued many years ago, the files may not include all the information that is now required. Therefore, the reviewer should request that the registration certificate holder submit any and all additional information that would be needed to make a determination that the product is acceptable for licensing purposes. The reviewer needs to write an updated registration certificate, including the new registration number (see Appendix J for issuance of inactive registration certificate numbers) and updated information. The new certificate will contain a statement that the product will no longer be commercially distributed but may still be approved for licensing purposes. The registration certificate will replace the old registration certificate and will be used as the basis for continued licensing of the product.

## 13.5 RE-ACTIVATING INACTIVE REGISTRATION CERTIFICATES

Vendors may submit requests to re-activate inactive registration certificates. Requests to re-activate inactive registration certificates are handled in one of the two methods:

1. If the background information on file with the NRC for the inactive registration certificate is complete, up-to-date, and the vendor does not request any changes to the information, the

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<sup>11</sup> NRC also will transfer a registration certificate to inactive status if it knows the registration certificate holder is out of business.

<sup>12</sup> The actual number of products sold and still in use may not be known by the registration certificate holder. The registration certificate holder however, should still provide a best estimate.