

October 21, 2008

MEMORANDUM TO: Jane Marshall, Chief
Material Control and Accounting Branch
Fuel Facility Licensing Directorate
Division of Fuel Cycle Safety and Safeguards
Office of Nuclear Material Safety and Safeguards

FROM: Thomas Grice, Team Leader */RA/*
Material Control and Accounting Branch
Fuel Facility Licensing Directorate
Division of Fuel Cycle Safety and Safeguards
Office of Nuclear Material Safety and Safeguards

SUBJECT: An Informational Seminar on the U.S. Additional Protocol

DATE AND TIME: Thursday, November 6, 2008
9:00 a.m.-12:00 p.m.-Seminar
1:00 p.m.-4:00 p.m.-Assistance completing A.P. Report forms

LOCATION: U.S. Department of Commerce
14th Street and Pennsylvania Avenue, N.W.
Washington, DC 20230
Room: 4830

CONTACT: Thomas Grice, 301-492-3131

NRC ATTENDEES: T. Grice, M. Williams, B. Horn

OTHER ATTENDEES: J. Shepherd, DOC/BIS

PURPOSE: The U.S. Nuclear Regulatory Commission (NRC) Office of Nuclear Materials Safety and Safeguards (NMSS), in cooperation with the U. S. Department of Commerce (DOC) Bureau of Industry and Security (BIS), will hold a joint workshop on the U.S. Additional Protocol. The morning session will provide a background and overview of the U.S. Additional Protocol, a summary of the reporting requirements, information concerning potential IAEA Complementary Access to locations, a review of the AP Reporting forms, submission methods and deadlines and a synopsis of the U.S. Government's Interagency process for vetting of the reported data and submission to the IAEA. The afternoon session is designed to provide specific examples of how the AP Reporting forms will be completed and allow attendees an opportunity to ask questions specific to their locations.

The structure of this workshop is as follows:

9:00 a.m.-12:00 p.m.-Seminar: Overview of U.S. Additional Protocol Reporting and Complementary Access Provisions DOC and NRC Reporting Requirements

1:00 p.m.-4:00 p.m.-Assistance completing A.P. report forms
Examples and assistance completing AP Reporting forms

Those interested in attending this workshop should register by contacting Jill Shepherd at the DOC BIS via email (jshepher@bis.doc.gov), or telephone at 202-482-1001. The email indicating your interest in this workshop, must contain the following information: name, company or organization, work address, e-mail address and telephone number. Registration must be completed by 4:00 p.m. on November 3, 2008. Registration for this workshop is required to ensure space availability. If you have any questions concerning this workshop, you may contact Ms. Shepherd at 202-482-1001 or Mr. Grice at 301-492-3131.

CATEGORY: This meeting is a Category 3 meeting*. The public is invited to participate in this meeting by providing comments and asking questions throughout the meeting. Please note this workshop is being conducted in a classroom format; registration is required to ensure space availability.

The NRC provides reasonable accommodation to individuals with disabilities where appropriate. If you need a reasonable accommodation to participate in this workshop, or need the workshop notice or agenda in another format (e.g., Braille, large print), please notify the NRC's meeting contact, Mr. Grice at 301-492-3131. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

- Meetings between the NRC technical staff and external stakeholders are open for interested members of the public, petitioners, interveners, or other parties to attend as observers pursuant to Commission policy statement, "Enhancing Public Participation in NRC Meetings," 67 *Federal Register* 36920, May 28, 2002.

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DATE	10/21/08	10/21/08	10/ 21/08

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