

**Rand, Jennifer**

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**From:** Rand, Jennifer  
**Sent:** Wednesday, April 21, 2010 1:02 PM  
**To:** Matheson, Mary  
**Subject:** FW: request

Mary,

I am having a bit of difficulty entering an item into FFS because we cannot find the DUNS number. Debbie Shew used to assist us and suggested since she is on her rotation to contact Beverly Roberts, since I didn't hear back from her and Maria Shah is on vacation she said to ask you.

Can you please help me identify the DUNS numbers for Oak Ridge Operations Office for International and Domestic Transportation Safety Regulatory Program Support, job code J5645. The vendor code: DOEOR 7.

I would really appreciate your assistance. In the future is there a list I can go to so I don't have to keep asking CFO for assistance?

Thank you,

Jennifer Rand  
Senior Program Analyst  
Office of Nuclear Material Safety and Safeguards  
U.S. Nuclear Regulatory Commission  
(301) 492-3368

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**From:** Shew, Debra  
**Sent:** Tuesday, April 20, 2010 1:52 PM  
**To:** Rand, Jennifer  
**Subject:** RE: request

Yes, Mary will be able to give you the DUNS #. Just give her the vendor code: DOEOR 7

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**From:** Rand, Jennifer  
**Sent:** Tuesday, April 20, 2010 1:47 PM  
**To:** Shew, Debra  
**Subject:** RE: request

It rejects it when I use the vendor code. What do you suggest I do should I contact Mary Matheson and ask her how to get this information?

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**From:** Shew, Debra  
**Sent:** Tuesday, April 20, 2010 1:43 PM  
**To:** Rand, Jennifer  
**Subject:** RE: request

Jennifer,

Can you use the vendor code instead of the DUNs? Maria is on travel this week.

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**From:** Rand, Jennifer  
**Sent:** Tuesday, April 20, 2010 9:17 AM  
**To:** Shew, Debra  
**Subject:** RE: request

Good morning Debbie. Did Maria ever respond for J5645?

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**From:** Shew, Debra  
**Sent:** Friday, April 16, 2010 9:08 AM  
**To:** Rand, Jennifer  
**Subject:** RE: request

Hi Jennifer,

I was able to get the DUNs # for Air Force (Contract NRC-02-10-010) It's 119171655

Since I'm on rotation, I don't have the same FFS access. I sent an email to Maria Shah (OCFO) regarding the DUNS # for J5645. I'll let you know when I hear back from her. The vendor code is DOEOR 7, if that helps.

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**From:** Rand, Jennifer  
**Sent:** Friday, April 16, 2010 9:05 AM  
**To:** Shew, Debra  
**Subject:** RE: request

Sorry to bug you but I wanted to remind you so I can enter these in today.

Thanks for your help!

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**From:** Shew, Debra  
**Sent:** Thursday, April 15, 2010 4:22 PM  
**To:** Rand, Jennifer  
**Subject:** RE: request

Sure, Jennifer. I'm about to leave for the day, but I will check it first thing Friday a.m.

Debbie

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**From:** Rand, Jennifer  
**Sent:** Thursday, April 15, 2010 4:19 PM  
**To:** Shew, Debra  
**Subject:** FW: request

Can you please help? I haven't heard back from Brenda. I promise to work on finding an alternative because I don't want to bother you while on rotation.

Thanks,

Jennifer

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**From:** Rand, Jennifer  
**Sent:** Wednesday, April 14, 2010 9:48 AM  
**To:** Roberts, Beverly  
**Subject:** FW: request

Hi Beverly,

Debbie Shew told me I could contact you in regards to getting DUNS numbers to enter commitments into FFS. I have the following two items I need help with:

I have a IAG that I need a DUNS number for NRC-02-10-010 Entitled "Defense Transportation and Tracking System", job code J5650

also for

Oak Ridge Operations Office for International and Domestic Transportation Safety Regulatory Program Support, job code J5645.

Thank you,

Jennifer

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**From:** Shew, Debra  
**Sent:** Wednesday, April 14, 2010 9:25 AM  
**To:** Rand, Jennifer  
**Subject:** RE: request

Hi Jennifer,

You can try Beverly Roberts 415-7312.

If Bev is not available, I still have FFS access.

Debbie

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**From:** Rand, Jennifer  
**Sent:** Wednesday, April 14, 2010 9:19 AM  
**To:** Shew, Debra  
**Cc:** Stehlin, Barbara  
**Subject:** request

Hi Debbie,

My understanding is that you have started a rotation, can you please tell me who can help me identify the DUNS # for entering information into FFS in your absence?

I hope you enjoy your rotation.

Jennifer Rand  
Senior Program Analyst  
Office of Nuclear Material Safety and Safeguards  
U.S. Nuclear Regulatory Commission  
(301) 492-3368