

**From:** Reber, Eric  
**To:** ["Monica.king@hyh.com"](mailto:Monica.king@hyh.com)  
**Subject:** RE: 2014 Report of distribution of exempt products under License No. 10-23980-01E  
**Date:** Friday, July 24, 2015 2:58:00 PM

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Monica,

I received your voicemail, but the message was garbled and I couldn't understand your phone number.

I've checked our system again and looked under "Kimberly-Clark" and couldn't find anything. Please send in your 2014 report because we do not have it.

Regards,  
Eric

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**From:** Reber, Eric  
**Sent:** Thursday, July 23, 2015 4:14 PM  
**To:** 'Monica.king@hyh.com'  
**Subject:** 2014 Report of distribution of exempt products under License No. 10-23980-01E

Dear Ms. King,

All holders of exempt distribution materials licenses are required to submit annual reports of their distribution of exempt products by January 31 of each year for the preceding year. From a review of our records it appears that you have not submitted a report of the distribution of exempt products under License No. 10-23980-01E for 2014. If you have already submitted such a report or believe that you are not required to submit such a report, please inform me. If you have already submitted a report, please send me a copy of the report so that I can verify that it is in our system. Otherwise, you should submit your report without delay. Information concerning the requirements for such reports is provided below.

License No. 10-23980-01E authorizes the distribution of exempt products pursuant to 10 CFR 32.18. The record keeping and reporting requirements for such licenses are located in 10 CFR 32.20. The record keeping and reporting requirements for such licenses are located in 10 CFR 32.20. The reporting requirements are detailed and prescriptive and should be followed fastidiously. [License No. 10-23980-01E also authorizes the distribution of products in accordance with 10 CFR 32.21, but there are no annual requirements associated with these distributions.]

*32.20 Same: Records and material transfer reports.*

*(a) Each person licensed under § 32.18 shall maintain records of transfer of material identifying, by name and address, each person to whom byproduct material is transferred for use under § 30.18 of this chapter or the equivalent regulations of an Agreement State and stating the kinds, quantities, and physical form of byproduct material transferred.*

*(b) The licensee shall file a summary report with the Director of the Office of Nuclear Material Safety and Safeguards by an appropriate method listed in § 30.6(a) of this chapter, including in the address: ATTN: Document Control Desk/Exempt Distribution.*

*(1) The report must clearly identify the specific licensee submitting the report and include the license number of the specific licensee.*

*(2) The report must indicate that the materials are transferred for use under § 30.18 or equivalent regulations of an Agreement State.*

*(c) For each radionuclide in each physical form, the report shall indicate the total quantity of each radionuclide and the physical form, transferred under the specific license.*

*(d)(1) The licensee shall file the report, covering the preceding calendar year, on or before January 31 of each year. In its first report after December 17, 2007, the licensee shall separately include the total quantity of each radionuclide transferred for transfers in prior years not previously reported to the Commission.*

*(2) Licensees who permanently discontinue activities authorized by the license issued under § 32.18 shall file a report for the current calendar year within 30 days after ceasing distribution.*

*(e) If no transfers of byproduct material have been made under § 32.18 during the reporting period, the report must so indicate.*

Further information about the requirements that apply to annual reports of exempt distribution can be found in the attached Regulatory Issue Summary.

A hard copy of your revised report should be addressed and sent to:

ATTN: Document Control Desk/Exempt Distribution  
Director, Office of Nuclear Material Safety and Safeguards  
U.S. Nuclear Regulatory Commission  
Washington, DC 20555-0001

Please be aware that upon your request, proprietary information submitted to the NRC may be withheld from public disclosure. To do this, you must follow the procedures in 10 CFR 2.390(b) including requesting withholding at the time the information is submitted and complying with the document marking and affidavit requirements set forth in 10 CFR 2.390 (b)(1).

If you have any questions, please feel free to contact me.

Regards,  
Eric

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