



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

December 19, 2017

Mr. John Howell, Manager  
Environmental Health & Safety  
Westinghouse  
5801 Bluff Rd.  
Hopkins, SC 29061

SUBJECT: REMINDER - INFORMATION ON ADDITIONAL PROTOCOL FORMS TO  
LICENSEES AND MANUFACTURERS TO ASSIST IN MEETING THE  
INTERNATIONAL ATOMIC ENERGY AGENCY TREATY OBLIGATIONS

Dear Mr. Howell:

This letter provides information for U.S. Nuclear Regulatory Commission (NRC) licensees and United States (U.S.) manufacturers regarding the completion of Additional Protocol (AP) forms that are required by treaty obligations between the U.S. and the International Atomic Energy Agency (IAEA).

In order to meet our international treaty obligations pursuant to the AP, the NRC is required to collect information on nuclear-fuel cycle related activities in the U.S. Timely submission of AP forms assists us in meeting treaty obligations to the IAEA. The NRC would like to underscore the importance of submitting the AP forms in accordance with Title 10 of the *Code of Federal Regulations* Paragraph 75.11(c) by the deadline of **January 31, 2018**, to the Department of Commerce's (DOC) Bureau of Industry and Security, which serves as the central forms recipient for the federal government. All AP forms and handbooks can be found at <http://www.AP.gov>. Should a NRC licensee not submit the required forms by the deadline of January 31, 2018, the NRC will disposition non-compliance in accordance with the NRC Enforcement Policy (Agencywide Documents Access and Management System Accession Number ML16271A446), which includes the possibility of a Notice of Violation issued to the licensee.

DOC/NRC Forms AP-1, AP-A and associated forms are approved by Office of Management and Budget (OMB) control number 0694-0135. The NRC may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the document requesting or requiring the collection displays a currently valid OMB control number.

Should you have any question on the AP reporting requirement, we encourage you to contact one of the individuals listed below:

Hector Rodriguez-Luccioni, International Safeguards Analyst  
[Hector.Rodriguez-Luccioni@nrc.gov](mailto:Hector.Rodriguez-Luccioni@nrc.gov)

Eduardo Sastre, International Safeguards Analyst  
[Eduardo.Sastre@nrc.gov](mailto:Eduardo.Sastre@nrc.gov)

David Hanks, Sr. International Safeguards Analyst  
[David.Hanks@nrc.gov](mailto:David.Hanks@nrc.gov)

J. Howell

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If you have any other questions regarding this communication, please contact Dr. Hector Rodriguez-Luccioni of my staff by phone at (301) 415-6004 or via e-mail at [Hector.Rodriguez-Luccioni@nrc.gov](mailto:Hector.Rodriguez-Luccioni@nrc.gov).

Sincerely,

**/RA BSmith for/**

Craig G. Erlanger, Director  
Division of Fuel Cycle Safety, Safeguards,  
and Environmental Review  
Office of Nuclear Material Safety  
and Safeguards

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**\* via e-mail**

<b>OFC</b>	FCSE/FMB	FCSE/MCAB	FCSE/MCAB	OE	NMSS/FCSE
<b>NAME</b>	TBrockington	HRodriguez-Luccioni	JRubenstone	MThomas *	CErlanger (BSmith for)
<b>DATE</b>	11/27/2017	11/28/2017	11/30/2017	12/11/2017	12/19/2017

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