



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

November 22, 2019

Mr. Stephen Cowne, Chief Nuclear Officer  
and Compliance Manager  
Louisiana Energy Services, LLC  
dba URENCO USA  
P.O. Box 1789  
Eunice, NM 88231

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

Dear Mr. Cowne:

This letter provides information to United States (U.S.) Nuclear Regulatory Commission (NRC) licensees and 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 IAEA treaty obligations pursuant to the AP, the NRC is required to collect information on nuclear fuel cycle-related activities in the U.S. through the timely submission of AP forms. The NRC would like to underscore the importance of submitting the AP forms in accordance with Title 10 of the *Code of Federal Regulations* (10 CFR) 75.11(c) by the deadline of **January 31, 2020**, to the U.S. Department of Commerce's (DOC) Bureau of Industry and Security (BIS), which serves as the central AP forms repository for the federal government. In addition, in accordance with 10 CFR 110.54(a)(1), NRC licensees making exports of nuclear facilities, equipment, and certain non-nuclear materials under a general license or specific license during the previous quarter, must submit reports by **January 15, April 15, July 15, and October 15, 2020**, to BIS on DOC/NRC Forms AP-M or AP-13, and associated forms. The reports must contain information on all nuclear facilities, equipment, and non-nuclear materials listed in Annex II of the AP.

All AP forms and handbooks can be found at <https://www.bis.doc.gov/index.php/other-areas/additional-protocol-ap/report-handbook-for-sites>. Failure of a licensee to submit the required forms by the specified deadlines may be dispositioned by the NRC as a non-compliance in accordance with the NRC Enforcement Policy (Agencywide Documents Access and Management System Accession No. ML19123A129).

The DOC/NRC Forms AP-1, AP-A and associated forms are approved under 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.

In accordance with 10 CFR 2.390 of the NRC's "Agency Rules of Practice and Procedure," a copy of this letter will be available electronically for public inspection in the NRC Public Document Room or from the Publicly Available Records component of NRC's Agencywide Documents Access and Management System (ADAMS). ADAMS is accessible from the NRC Web site at <http://www.nrc.gov/reading-rm/adams.html>.

Should you have any questions regarding the AP reporting requirements, or this communication, I encourage you to contact one of the individuals listed below:

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301-415-7405

Sincerely,

**/RA/**

Andrea Kock, Director  
Division of Fuel Management  
Office of Nuclear Material Safety  
and Safeguards

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<b>NAME</b>	HRodriguez- Luccioni	JRubenstone	KRamsey *	JPeralta *	AKock
<b>DATE</b>	10/28/2019	10/28/2019	10/28/2019	11/18/2019	11/22/2019

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