



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
REGION III  
799 ROOSEVELT ROAD  
GLEN ELLYN, ILLINOIS 60137

TIC

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APR 29 1980

MEMORANDUM FOR: Those on Attached List  
FROM: Helen Pappas, Chief, Administrative Branch  
SUBJECT: IMPROVING DATA COLLECTION FOR FUEL CYCLE AND MATERIALS  
LICENSEES INCIDENT AND OPERATIONS REPORTS

The attached letter with subject "Reports to the Nuclear Regulatory Commission (NRC)" was sent to all licensees on the attached listing on April 25, 1980.

A handwritten signature in cursive script that reads "Helen Pappas".

Helen Pappas, Chief  
Administrative Branch

Attachments:

1. Copy of ltr dtd 4/25/80
2. Licensee Listing

THIS DOCUMENT CONTAINS  
POOR QUALITY PAGES

Addressees - Memorandum dated April 29, 1980

Central Files

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GLEN ELLYN, ILLINOIS 60137

April 25, 1980

Gentlemen:

SUBJECT: REPORTS TO THE NUCLEAR REGULATORY COMMISSION (NRC)

As an NRC licensee, you may currently be required by regulation or by a condition of your license, to submit reports to the Commission. This letter is to request that you: (1) include identifying information with all correspondence pertaining to Licensee Incidents or Operations Reports you submit to the NRC and (2) send a copy of all NRC required reports to a central repository. Therefore, when submitting reports to the NRC, you are requested to:

1. include identifying numerical designations such as license number, docket number, mail control number, etc. in all correspondence to the NRC;
2. include a specific reference to the requirement under which the report is submitted. The requirement may be a condition in your license, or reports required by NRC regulations; for example, notification of an incident under the provisions of 10 CFR 20.402(a) or the report of a release of a radionuclide to an unrestricted area as specified in 10 CFR 40.65(a)(1), etc.;
3. submit the report to the appropriate NRC office specified in the regulation or license condition and send an additional single copy (with a copy of each attachment or enclosure) to:

U.S. Nuclear Regulatory Commission  
c/o Document Management Branch  
Washington, D.C. 20555

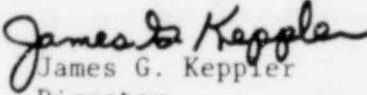
We would appreciate your cooperation in providing the information requested above, it will help us do our job better and provide better service to you.

April 25, 1980

Currently, the NRC staff is reviewing its rules and regulations with respect to licensee reporting requirements. This study may result in changes that will be presented to you at some future time.

If you have any questions, please bring them to my attention.

Sincerely,

  
James G. Keppier  
Director