



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

April 3, 2025

MEMORANDUM TO: Michelle W. Hayes, Chief  
Licensing and Regulatory Infrastructure Branch  
Division of New and Renewed Licenses  
Office of Nuclear Reactor Regulation

FROM: Victoria V. Huckabay, Senior Project Manager **/RA/**  
Licensing and Regulatory Infrastructure Branch  
Division of New and Renewed Licenses  
Office of Nuclear Reactor Regulation

SUBJECT: SUMMARY OF THE FEBRUARY 20, 2025, PUBLIC MEETING  
TO DISCUSS THE NRC REQUIREMENTS AND PROCESS FOR  
FACILITY AND PERSONNEL CLEARANCE

**Meeting Information:**

Meeting Title: Public Meeting to Discuss the NRC Requirements and Process for Facility and Personnel Clearance

Meeting Date: February 20, 2025

Meeting Type: Information Meeting with a Question and Answer Session

Public Meeting Notice Agencywide Documents Access and Management System (ADAMS)  
Accession No.: [ML25051A038](#)

Meeting Attendees: See Enclosure 1 for list of meeting attendees

CONTACT: Victoria V. Huckabay, NRR/DNRL/NLIB  
(301) 415-1583

**Meeting Summary:**

The U.S. Nuclear Regulatory Commission (NRC) staff conducted the meeting in accordance with NRC Management Directive 3.5, "Attendance at NRC Staff-Sponsored Meetings" ([ML21180A271](#)). The staff discussed the requirements and process for applying for facility and personnel security clearances at the NRC.

The NRC staff provided an overview of the NRC's classified information security requirements and discussed the two types of facility security clearances (FCL) ([ML25051A038](#)). The NRC staff explained the process of obtaining a non-possession FCL and highlighted the guidance available in NUREG/BR-0532. The NRC staff also discussed the process of application for personnel security clearances.

At the end of the meeting, members of the public were invited to provide comments or ask the NRC staff questions pertaining to the scope of the meeting. One of the attendees asked about how an NRC applicant could determine the appropriate level of personnel clearance necessary for its personnel. The NRC staff responded that the level of clearance required depends on the type of facility license requested and the quantity of special nuclear material to be possessed. The NRC staff further advised that this is usually clarified during pre-application engagements. In response to another question from an attendee, the NRC staff clarified that "L" and "Q" personnel clearances require different types of background investigations. The NRC staff also clarified that because the required investigations for each level of clearance are unique, personnel with L-level clearance should not expect shorter processing times or lower fees for upgrading to a Q-level clearance.

Enclosure:  
List of Attendees

SUBJECT: SUMMARY OF THE FEBRUARY 20, 2025, PUBLIC MEETING TO DISCUSS  
THE NRC REQUIREMENTS AND PROCESS FOR FACILITY AND PERSONNEL  
CLEARANCE  
DATE: APRIL 3, 2025

**DISTRIBUTION:**

Public  
RidNrrDnrl  
RidsNrrDnrlNlib  
KGamin, OGC  
MSampson, NRR  
SLee, NRR/DNRL  
MHayes, NRR  
SGallagher, NRR  
VHuckabay, NRR  
SGreen, NRR  
JCuadrado, NSIR  
SBazian, NSIR  
MMacDonald, NSIR  
CHeilig, ADM

**ADAMS Accession No.: ML25078A008****via email****NRC-001**

<b>OFFICE</b>	NRR/DNRL/NLIB	NRR/DNRL/NLIB	NRR/DNRL/NLIB BC	NRR/DNRL/NLIB
<b>NAME</b>	VHuckabay	SGreen	MHayes	VHuckabay
<b>DATE</b>	03/18/2025	3/19/2025	3/28/2025	04/03/2025

**OFFICIAL RECORD COPY**

**FEBRUARY 20, 2025, PUBLIC MEETING TO DISCUSS THE NRC REQUIREMENTS AND  
PROCESS FOR FACILITY AND PERSONNEL CLEARANCE**

**MEETING ATTENDEES**

<b>Name</b>	<b>Organization</b>
Victoria Huckabay	U.S. Nuclear Regulatory Commission (NRC)
Billy Gleaves	NRC
Sean Gallagher	NRC
Michelle Hayes	NRC
Jose Cuadrado	NRC
Kayla Gamin	NRC
Samuel Bazian	NRC
Christoph Heilig	NRC
Mark MacDonald	NRC
Ross Moore	Oklo, Inc. (Oklo)
Carmen Teolis	Oklo
Brian Kloiber	Oklo
Lee Robinson	General Matter
Eloura Phelps	General Matter
Jeffrey Bartelme	SHINE Technologies
J. Keith Everly	
David Huffman	