

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

05/09/2025

TO:

Users of Devices Subject to General License Registration

SUBJECT: ANNUAL REGISTRATION OF GENERALLY LICENSED DEVICES

The U.S. Nuclear Regulatory Commission (NRC) requires annual registration of certain devices that are possessed under the general license issued in Section 31.5 of Title 10 U.S. Code of Federal Regulations (10 CFR 31.5). Devices subject to registration include those containing the radioactive material and activity listed in Table 1 of the attached NRC Form 664. You are receiving this notice because NRC records indicate that you have one or more such devices. Information about the general license registration program is available at the following NRC website:

https://www.nrc.gov/materials/miau/miau-reg-initiatives/gen-license.html

Note that under 10 CFR 31.5(c)(11), the attached General Licensee Registration Package must be completed, signed, and returned to the NRC within 30 days from the date of this letter. Read all of the instructions prior to completing the package. Mail the completed package in the enclosed envelope and/ or email to:

> Director, Office of Nuclear Material Safety and Safeguards ATTN: Document Control Desk/GLTS U.S. Nuclear Regulatory Commission Washington DC 20555-0001 GLTS.Resource@nrc.gov

Registration Fee: Commission regulations (10 CFR 170.31, Category 3Q) require that you submit a registration fee with each registration on an annual basis. The registration fee is subject to change yearly, and you are required to submit the fee that is in effect as of the date of this letter. An invoice for the current amount due will be sent to you under separate cover. If you have any questions about the fee or the invoice, please contact the License Fee Billing Help Desk at (301) 415-7554 or e-mail at fees.resource@nrc.gov.

NRC amended 10 CFR Parts 170.11 and 170.31 to provide that 10 CFR Part 170 fees be assessed to Federal agencies, where applicable, in accordance with the Energy Policy Act of 2005. Therefore, those Federal facilities required to register certain generally licensed devices in their possession will be required to pay the annual registration fee.

Attachment: NRC Form 664 -- General Licensee Registration and Instructions

Sincerely,

Esther Bryan U.S. Nuclear Regulatory Commission Office of Nuclear Material Safety

and Safeguards

Division of Materials Safety, Security, State,

and Tribal Programs

Materials Safety and Licensing Branch

# INSTRUCTIONS FOR COMPLETING NRC FORM 664 "GENERAL LICENSEE REGISTRATION"

Review all six sections of this registration form. If any information is incorrect or missing, make corrections in the applicable boxes. If you have more devices than space provided in the form, **copy the form before starting, as needed.** Use black ink and print in **CAPITAL LETTERS**. Start information in the first box provided. If the information contains a number with a dash (-) or a decimal point (.), include the dash or decimal point as an individual character. Use the "ø" character to represent the number 0 (zero).

Verify information about the devices by reviewing the label on the <u>outside</u> of the device. **For safety reasons, DO NOT TRY TO TAKE APART any device to verify this information.** If you are uncertain how to identify the device's label, contact the device's manufacturer or an authorized service agent for this information. Also, contact the manufacturer for any additional information about NRC requirements. You may also review 10 CFR 31.5 and other applicable regulations on the NRC web site at <a href="http://www.nrc.gov/reading-rm/doccollections/cfr/">http://www.nrc.gov/reading-rm/doccollections/cfr/</a>, or review specific information about the general licensee project at <a href="https://www.nrc.gov/materials/miau/miau-reg-initiatives/gen-license.html">https://www.nrc.gov/materials/miau/miau-reg-initiatives/gen-license.html</a>

**Note to specific licensees:** If you believe the device(s) listed on the registration form are possessed under your specific license, then verify the device label does not state the device is subject to a general license. If the labels indicate the device is subject to a general license, then complete the registration form as instructed below. If not, complete the registration as instructed below, however, in Section 2, follow the instructions for "not in possession of device" and complete one Section 4 page per device transferred to your specific license.

**Section 1 - General Licensee Information.** Provide the requested information about you, the general licensee.

On Page 1, provide the street address/location where your device(s) are used. For portable devices, provide the storage location. P.O. Box addresses are not allowed.

Do not write in the box marked For NRC Use Only.

On Page 2, provide the name, business telephone number, business e-mail address and title of the individual responsible for your device(s), and a mailing address where correspondence about your device(s) can be sent. The mailing address should be specific to the physical location where the devices are used and/or stored (P.O. boxes may be used if this is the only available mailing address). The individual indicated in this section as responsible for your device(s) must also verify and sign the form in Section 5.

**Section 2 - Devices Subject to Registration.** This section lists each device subject to registration and in your possession, according to NRC records. Devices subject to registration include those containing at least one of the radionuclides listed in Table 1, with the activity indicated, at the time of manufacture.

Table 1. Criteria for Registration

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Radionuclide	Activity greater than or equal to:							
Strontium-90, Radium-226	3.7 megabecquerel (0.1 millicurie)							
Cobalt-60, Curium-244, Americium-241, and Californium-252	37 megabecquerel (1 millicurie)							
Cesium-137	370 megabecquerel (10 millicurie)							

Use the codes from Table 2 when correcting isotope information for devices in this section. If you do not possess a device on this list, blacken the "not in possession of device" circle, and provide the relevant information in Section 4. Note that each device is assigned a unique six-digit number called the NRC Device Key.

Table 2. Isotope Codes for Sections 2 and 3

Radionuclide	Code for form	Radionuclide	Code for form
Americium-241	AM241	Curium-244	CM244
Californium-252	CF252	Strontium-90	SR90
Cesium-137	CS137	Radium-226	RA226
Cobalt-60	CO60		

**Section 3 - Additional Devices.** If you have other generally licensed devices (not listed in Section 2) that meet the conditions for registration listed in Table 1, provide information about each additional device. **Before starting, copy this section as needed for your additional devices.** Also indicate how you acquired each device by blackening the proper circle.

When entering isotope and unit information for your device(s), use the codes listed in Table 2 of Section 2 for isotope information, and use the codes from Table 3 for unit information:

Table 3. Unit Codes for Section 3

Unit	Code for form	Unit	Code for form
picocurie	PCI	becquerel	BQ
nanocurie	NCI	kilobecquerel	KBQ
microcurie	UCI	megabecquerel	MBQ
millicurie	MCI	gigabecquerel	GBQ
curie	CI	terabecquerel	TBQ
pound	LB	microgram	UG
		milligram	MG
kilogram	KG	gram	G

**Section 4 - Not in Possession of Device**. Use this section to report any devices that are listed in Sections 2 or 6, but that you no longer possess. **Before starting, copy this section as needed for additional devices that are not in your possession.** Enter the NRC Device Key, as listed in Section 2 or 6. Blacken the circle (choose only one) that best describes the disposition of the device and complete the rest of the section as appropriate.

Section 5 - Certification and Signature. The responsible individual must certify, sign, and date Section 5.

Section 6 - Devices Not Subject to Registration. This list contains information about devices that NRC records indicate are in your possession, but are not subject to registration. If you no longer have one or more of the listed devices, you are required to make a transfer report to NRC in accordance with 10 CFR 31.5 (c)(8) or (9), as applicable. You may use Section 4 for this purpose. This section does not list any static eliminators containing polonium-210 (Po-210), or luminous exit signs containing tritium (H-3). These devices are not subject to registration, and are not included in this section in an effort to reduce the length of this form.

RETURN THE COMPLETED FORM IN THE ENCLOSED LARGE ENVELOPE WITH PROPER POSTAGE.





#### NRC FORM 664

(11 - 2022) 10 CFR 31.5



SECTION 1 PAGE 1 of 2

U.S. NUCLEAR REGULATORY COMMISSION

### **GENERAL LICENSEE REGISTRATION**

APPROVED BY OMB: NO. 3150-0198

OMB EXPIRATION DATE: 11/30/2025

Estimated burden per response to comply with this mandatory collection request: 20 minutes. NRC will use this information to track general licensees and their devices to ensure a higher level of device accountability. Send comments regarding burden estimate to the FOIA, Library, and Information Collections Branch (T-6 A10M), U. S. Nuclear Regulatory Commission, Washington, DC 20555-0001, or by e-mail to Infocollects.Resource@nrc.gov, and the OMB reviewer at: OMB Office of Information and Regulatory Affairs, (3150-0198), Attn: Desk Officer for the Nuclear Regulatory Commission, 725 17th Street NW, Washington, DC 20503; e-mail: oira submission@omb.eop.gov. 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.

Complete all six sections of this registration form. If any of the preprinted information is incorrect, provide the changes in the applicable boxes. USE CAPITAL LETTERS.

General License Registration Number **SECTION 1 - GENERAL LICENSEE INFORMATION** 

GL-641320-30

Enter the company name and the street address for the physical location of use for your device(s). For portable devices, specify the primary storage location. Do not use P.O. Boxes.

Company Name:	D & W FINE PACK	
Department:		
Address Line 1:	7707 VICKSBURG PIKE	
Address Line 2:		
City: I	FORT WAYNE	
State: IN	Zip Code: 4680	04
	For NRC Use Only (Do not write here)	Category: Packet Receipt Date (MMDDYYYY):
		Accession Number:





SECTION 1 PAGE 2 of 2

# SECTION 1 - GENERAL LICENSEE INFORMATION (Continued)

Enter the name, telephone number and title of the person who is the responsible individual for the device(s). Last Name: AINSWORTH First Name: DAVID Middle Initial: L Business Telephone Number: (260) 515-4910 Extension: Business E-mail Address: DAINSWORTH@DWFP.COM Title: **PROJECT ENGINEER** Enter the mailing address where correspondence regarding your device(s) should be sent. Department: 7707 VICKSBURG PIKE Address Line 1: Address Line 2: City: FORT WAYNE Zip Code: 46804 State: IN





# **SECTION 2 - DEVICES SUBJECT TO REGISTRATION**

SECTION 2 PAGE 1 of 5

NRC Device Key	474878 (Internal Control Number)	
Distributor/Distributed By: ND	C Technologies	
Distributor License Number: 19	33-70 GL	
Manufacturer name: NDC I	NFRARED ENGINEERING, INC.	
Device Model (Not Source Mode	): 103	
Device Serial Number: 3659		
Transfer Date: 02/15/1995  MM DD YYY	Not in possession of device (Also complete Section 4.)	
Isotope (e.g. AM241)	Activity (e.g. 1005) Unit (e.g. mC	 Ci)
1 AM241	150 mCi	7
2		
3		
4		
6		7





## **SECTION 2 - DEVICES SUBJECT TO REGISTRATION**

SECTION 2 PAGE 2 of 5

NRC Device Key 64	48275 (Internal Control Number)	
Distributor/Distributed By: NDC Te	echnologies	
Distributor License Number: 1933-	-70 GL	
Manufacturer name: NDC INFR	RARED ENGINEERING, INC.	
Device Model (Not Source Model):	103	
Device Serial Number: 12810		
Transfer Date: 01/10/2002		
Transier Date. 01/10/2002	Not in possession	of device (Also
AMA DR NOOY	complete Section	4.)
MM DD YYYY		
Isotope (e.g. AM241)	Activity (e.g. 1005)	Unit (e.g. mCi)
1 AM241	150	mCi
2		
3		
4		
5		1 1 1 1
6		





## **SECTION 2 - DEVICES SUBJECT TO REGISTRATION**

SECTION 2 PAGE 3 of 5

NRC Device Key	648276	(Internal (	Control No	ımber)			
Distributor/Distributed By:	NDC Technolo	ogies					
Distributor License Number:	1933-70 GL						
Manufacturer name: N	DC INFRARED	ENGINEER	RING, INC				
Device Model (Not Source N	/lodel): 103	* *	<del>**** *** **</del>	, ,			
Device Serial Number: 1	2811						
Transfer Date: 01/10/2002	2					_	
Transfer Date: 01/10/2002					□ No	t in possession	of device (Also
	\\				⊔ co	mplete Section 4	i.)
MM DD	YYYY						
Isotope (e.g. AM241)		ctivity (e.g.	1005)				Unit (e.g. mCi)
1 AM241	1	50	T			$\overline{}$	mCi
2						3	
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## **SECTION 2 - DEVICES SUBJECT TO REGISTRATION**

SECTION 2 PAGE 4 of 5

Distributor/Distributed By: NDC Tech	nologies	
Distributor License Number: 1933-70	GL	
Manufacturer name: NDC INFRAR	RED ENGINEERING, INC.	
The first terms of the first ter	TO ENGINEERING, INC.	
Device Model (Not Source Model): 103	<u> </u>	
Device Serial Number: 12806		
Transfer Date: 06/11/2002		
	Not in possession of device (Also complete Section 4.)	
MM DD YYYY	Somplete Statistically	
Isotone (e.g. AM241)	Activity (a.g. 1005)	Ci)
Isotope (e.g. AM241)  1 AM241	Activity (e.g. 1005) Unit (e.g. mc	Ci)
	Activity (e.g. 1005)  Unit (e.g. mo	Ci)
1 AM241		Ci)
1 AM241 2 3		Ci)
1 AM241 2 3		Ci)
1 AM241 2 3 3 4 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		Ci)
1 AM241 2 3 3 4 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
1 AM241 22 33 44 55		Ci)
		ci)





## **SECTION 2 - DEVICES SUBJECT TO REGISTRATION**

SECTION 2 PAGE 5 of 5

NRC Device Key	661568	(Internal Contro	oi Number)		
Distributor/Distributed By:	NDC Technolo	gies			
Distributor License Number:	1933-70 GL				
Manufacturer name: ND	C INFRARED	ENGINEERING,	INC.		
Device Model (Not Source Me	odel): 103				
Device Serial Number: 12	805			<del>-                                    </del>	
Transfer Date: 06/11/2002					
Transfer Date: 00/11/2002				Not in posses	sion of device (Also
				Complete Sec	tion 4.)
***					
MM DD Y	YYY				
Isotope (e.g. AM241)		ctivity (e.g. 1005)	-		Unit (e.g. mCi)
Isotope (e.g. AM241)	A	etivity (e.g. 1005)			Unit (e.g. mCi) mCi
Isotope (e.g. AM241)  1 AM241	A				
Isotope (e.g. AM241)	A				
Isotope (e.g. AM241)  AM241	A				
Isotope (e.g. AM241)  AM241	A				
Isotope (e.g. AM241)  1	A				
Isotope (e.g. AM241)  1	A				
Isotope (e.g. AM241)  1 AM241	A				
Isotope (e.g. AM241)  1	A				
Isotope (e.g. AM241)  1	A				





9.

10.

## **SECTION 3 - ADDITIONAL DEVICES SUBJECT TO REGISTRATION**

SECTION 3 PAGE 1 of 1

Provide information about other devices you have that are subject to registration. Do not report specifically licensed devices, Manufacturer Name Initial Transferor Name Initial Transferor License Number (if known) Device Model Number (Not Source Model) Device Serial Number O Manufacturer/Initial Transferor listed above How acquired and date (e.g., from a distributor/manufacturer, Date Transferred: O Other General Licensee other licensee, other source)? DD YYYY MM O Other Sources Isotope (e.g. AM241) Activity (e.g. 100) Unit (e.g. mCi) 1. 2. 3. 4. 5. 6. 7. 8.





05/05/2025

## **SECTION 4 - NOT IN POSSESSION OF DEVICE**

SECTION 4 PAGE 1 of 1

Provide information about devices listed in Section 2 or 6, but no longer in your possession.

Part 1													Trans	sfer D	ate:										
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(from Se	ction	2 or	6)					1_				Ļ	8.48				J L								
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#### **SECTION 5 - CERTIFICATION**

SECTION 5 PAGE 1 of 1

## I hereby certify that:

- A. All information contained in this registration is true and complete to the best of my knowledge and belief.
- B. A physical inventory of the devices subject to registration has been completed, and the device information on this form has been checked against the device labeling.
- I am aware of the requirements of the general license, provided in 10 CFR 31.5.
   (Copies of applicable regulations may be viewed at the NRC website at: http://www.nrc.gov/reading-rm/doc-collections/cfr)

SIGNATURE - RESPONSIBLE INDIVIDUAL (Listed in Section 1)

DATE

WARNING: FALSE STATEMENTS MAY BE SUBJECT TO CIVIL AND/OR CRIMINAL PENALTIES. NRC REGULATIONS REQUIRE THAT SUBMISSIONS TO THE NRC BE COMPLETE AND ACCURATE IN ALL MATERIAL ASPECTS. 18 U.S.C SECTION 1001 MAKES IT A CRIMINAL OFFENSE TO MAKE A WILLFULLY WRONG STATEMENT OR REPRESENTATION TO ANY DEPARTMENT OR AGENCY OF THE UNITED STATES AS TO ANY MATTER IN ITS JURISDICTION.





## **SECTION 6 - DEVICE NOT SUBJECT TO REGISTRATION**



SECTION 6 PAGE 1 of 1

NRC Device Key:

Manufacturer License No:

Manufacturer Name:

Model Number:

Serial #:

Transfer Date:

Isotope:

Activity:

Unit: