

### SPECIAL ANNOUNCEMENT

**PLEASE MARK YOUR CALENDAR**

**MAY 20-23, 2013**

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The Nuclear Materials Management and Safeguards System (NMMSS) 2013 Annual Users Training Meeting will be held May 20-23, 2013, in St. Louis, Missouri. The Nuclear Materials Management Team (NMMT) and the Local Area Nuclear Material Accountability Software (LANMAS) communities plan to participate and have their own breakout sessions on May 22 & 23rd.

The NMMSS 2013 four-day event provides a unique training and information sharing opportunity for the Nuclear Regulatory Commission (NRC) licensees and the Department of Energy (DOE)/National Nuclear Security Administration (NNSA) Federal and contractor organizations. Following are some preliminary topics that are expected to be addressed during the NMMSS sessions:

- Hands-on demo and data reporting to NMMSS
- One-on-one training with NMMSS staff
- Obligations Tracking
- NRC Regulatory Update
- "Foreign obligations" Subgroup meeting
- "Reactor" Subgroup meeting
- User Issues and Challenges

**A user meeting special announcement icon has been added to the NMMSS homepage at: [www.nnsa.energy.gov/nmmss](http://www.nnsa.energy.gov/nmmss). Clicking on this icon will take you to an information page. From there you can access the meeting agenda, register for the meeting and make hotel reservations at the Renaissance St. Louis Grand Hotel. Please use the provided links to register for the meeting as well as to reserve your hotel accommodations. We have reserved a limited block of rooms at the government per diem rate.**

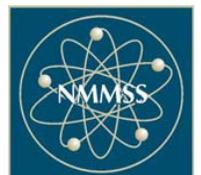
Please contact Pete Dessaulles (DOE/NNSA) or Brian Horn (NRC) with any suggested topics or issues of significance to your organization that you would like addressed at the NMMSS 2013 Annual Users Training Meeting. Pete can be reached at [Pete.Dessaulles@NNSA.doe.gov](mailto:Pete.Dessaulles@NNSA.doe.gov) or (301) 903-4525 and Brian can be reached at [brian.horn@NRC.gov](mailto:brian.horn@NRC.gov) (301) 492-3122.

#### **Licensees physical inventory reporting to NMMSS**

All NRC and NRC Agreement State licensees possessing one gram or more of special nuclear material (e.g., Plutonium, Uranium-233, or Uranium-235 contained in enriched uranium) and/or one kilogram or more of foreign obligated source material (natural uranium, depleted uranium, or thorium) are required to report their physical inventory to the NMMSS database each year. Licensees who possess less than 350 grams of special nuclear material (SNM) are required to report their physical inventory to the NMMSS database between January 1 and March 31 of each year. Licensees possessing more than 350 grams of SNM shall continue reporting their physical inventory to NMMSS as previously performed (a minimum of once a year). Reporting physical inventories require a licensee to complete and submit both a Material Balance Report (DOE/NRC Form-742) and Physical Inventory listing (DOE/NRC Form-742C).

These forms may be found online at the following DOE webpage:

<http://nnsa.energy.gov/aboutus/ourprograms/nuclearsecurity/nmmsshome/nmmssinfo/sampleforms>



Licensees who possess one kilogram or more of foreign obligated source material are also required to report their inventory of that material each year. In addition, some licensees are required to report their entire inventory of source material to the NMMSS database each year. Additional information on source material reporting requirements can be found in 10 CFR Part 40.64 and 10 CFR Part 150.17, as shown below. If, after reading all of the reference materials, you have questions or concerns, please contact Brian Horn (NRC) at [brian.horn@nrc.gov](mailto:brian.horn@nrc.gov) or 301-492-3122 for further assistance.

Copies of relevant NRC regulations can be accessed online:

<http://www.nrc.gov/reading-rm/doc-collections/cfr/part074/part074-0013.html>

- Requirements for NRC licensees to report inventories of SNM to NMMSS

<http://www.nrc.gov/reading-rm/doc-collections/cfr/part040/part040-0064.html>

- Requirements for NRC licensees to report inventories of source material to NMMSS

<http://www.nrc.gov/reading-rm/doc-collections/cfr/part150/part150-0017.html>

- Requirements for Agreement State licensees to report inventories of SNM and source material to NMMSS

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### **File Name Convention**

NMMSS receives many data files each day in various ways. Most all of the sites are using XML formatting now, which is much appreciated. Many sites use the day's date as the file name for the data. This leads to confusion when saving the files to the Incoming Data Folder that NMMSS maintains daily. It would greatly help operations if sites would use the RIS code (or some other identifying factor) when naming the data file.

For example: If your RIS Code is XXX and you normally report a file with the date as the name (02012013, etc.); please consider changing the name to include your RIS Code before or after the date (XXX02012013.xml or 02012013XXX.xml).

If you have any questions, please contact one of the NMMSS analysts.

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### **NMMSS Training Course for NRC**

NMMSS training for NRC Licensees is scheduled for **July 23-25, 2013**, at DOE Headquarters, in Germantown, MD. This course is designed for individuals with limited experience in NRC reporting requirements and is based on NUREG/BR-0006, Rev. 7 and NUREG/BR-0007, Rev. 6. The following topics, among others, will be included:

- Completion of data forms: transactions, inventory and material balance
- Inventory reconciliation
- Foreign Obligations reporting
- Report products

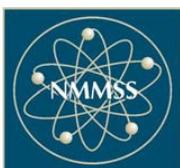
The desired class size is 10 or less. A minimum of 6 will be required to conduct the class. You may register for the class by contacting John Ballard at 301-903-0092, or by email at [John.Ballard@nnsa.doe.gov](mailto:John.Ballard@nnsa.doe.gov) and provide him your name, nationality, job title, facility name, address, telephone number and email address. Due to security requirements entering the DOE Germantown facility, all potential students who are not US citizens MUST register for this workshop at least 45 days prior to the instruction dates. There is no cost for this course.

***If interested, please respond by June 30, 2013***

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### **Upcoming NMMSS I training Course for DOE**

The DOE NMMSS I (MCA-112) training course has been scheduled at DOE Headquarters, Germantown, Maryland, for **September 10-13, 2013**. This course is designed to help personnel who have fewer than two years experience in nuclear materials accounting. A minimum of 6 will be required to conduct the class. There will be no training fees for DOE personnel or DOE contractors. Contact John Ballard at 301-903-0092 or by email at [john.ballard@nnsa.doe.gov](mailto:john.ballard@nnsa.doe.gov) with questions or to reserve a spot in the class. Students will also be required to register for the class with the NTC at [www.ntc.doe.gov](http://www.ntc.doe.gov).



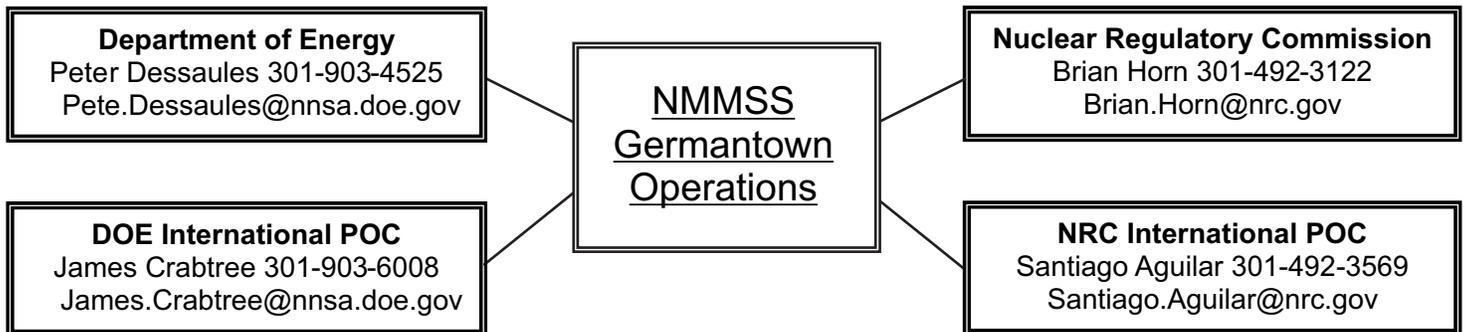
**Upcoming NMMSS II Training Course for DOE**

The DOE NMMSS II (MCA-212) workshop has been scheduled at Idaho Operations Office (ID-IOO), Idaho, for **June 11-13, 2013**. This workshop is a follow-up to NMMSS I and addresses topics and report products associated with nuclear materials accounting as they apply to NMMSS. Participants are also encouraged to bring NMMSS-related issues and problems they are currently experiencing to the workshop for discussion. The NMMSS I course (MCA-112) is a prerequisite for the NMMSS II workshop.

The desired class size is 12 or less. A minimum of 6 will be required to conduct the class. You may register for the class by contacting John Ballard at 301-903-0092 or by email at [john.ballard@nnsa.doe.gov](mailto:john.ballard@nnsa.doe.gov). Be sure to include your name, job title, facility name, telephone number, and email address. Students will also be required to register for the class with the NTC at [www.ntc.doe.gov](http://www.ntc.doe.gov). There are no training fees for DOE facility/ office personnel or DOE contractors.

**NMMSS Website Updates**

- The “Upcoming Training” link now contains course schedules for 2013 and 2014.
- On the “NMMSS Information, Reports and Forms” page, the “NMMSS Users Guide” for use by the Department of Energy, has been updated to the April 2013 revision 2.0 version.

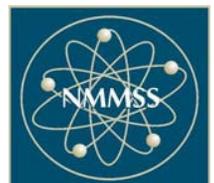


<http://nnsa.energy.gov/nmmss>

Email: [NMMSS@nnsa.doe.gov](mailto:NMMSS@nnsa.doe.gov); Unclassified Fax: 301-903-1998; Classified Fax: 301-903-8341

**Current as of May 2013**

<b>NMMSS TEAM:</b>			
<b>Name</b>	<b>Title</b>	<b>Phone (301-903+Ext.)</b>	<b>Email</b>
Gary Hirsch	Team Lead	6870	<a href="mailto:Gary.Hirsch@nnsa.doe.gov">Gary.Hirsch@nnsa.doe.gov</a>
John Ballard	DOE Lead	0092	<a href="mailto:John.Ballard@nnsa.doe.gov">John.Ballard@nnsa.doe.gov</a>
Patricia Smith	NRC Lead	6860	<a href="mailto:PatriciaR.Smith@nnsa.doe.gov">PatriciaR.Smith@nnsa.doe.gov</a>
Len Myers	Special Requests	2180	<a href="mailto:Len.Myers@nnsa.doe.gov">Len.Myers@nnsa.doe.gov</a>
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Greg Perry	Analyst	3656	<a href="mailto:Gregory.Perry@nnsa.doe.gov">Gregory.Perry@nnsa.doe.gov</a>
T. McDonnell	Analyst	0885	<a href="mailto:Mister.Mcdonnell@nnsa.doe.gov">Mister.Mcdonnell@nnsa.doe.gov</a>
Karen Antizzo	Analyst	0872	<a href="mailto:Karen.antizzo@nnsa.doe.gov">Karen.antizzo@nnsa.doe.gov</a>



**Transaction and Inventory Due Dates for DOE Sites**

Reporting Month	Transactions Due	Inventory Due
April 2013	May 10	May 15
May 2013	June 10	June 12
June 2013	July 10	July 11
July 2013	August 10	August 12
August 2013	September 10	September 11

**NMMSS OPERATIONS  
2013**

***HOLIDAY SCHEDULE***

Memorial Day – May 27  
 Independence Day – July 4  
 Labor Day – Sept. 2  
 Columbus Day – Oct. 14  
 Veterans Day – Nov. 11  
 Christmas Day – Dec. 25

**UNCLASSIFIED/OVERNIGHT SURFACE MAIL ADDRESSES**

**UNCLASSIFIED**

Gary Hirsch  
 Program Lead  
 NMMSS Program, NA - 73, Germantown Building  
 U.S. Department of Energy  
 1000 Independence Avenue, SW  
 Washington, DC 20585-1290

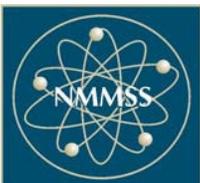
**OVERNIGHT - UNCLASSIFIED**

Gary Hirsch  
 Program Lead  
 U.S. Department of Energy  
 Attn: NMMSS Program, NA - 73  
 19901 Germantown Road  
 Germantown, MD 20874-1207

The NMMSS classified mailing address is available on the Safeguards and Security Information Management System (SSIMS) or by calling a NMMSS analyst. Identify Xavier Ascanio as recipient and NA-73 as the organization.

**IMPORTANT:** The “DO NOT X-RAY” marking does not prevent incoming packages from being sanitized. Please package CDs in cardboard rather than plastic casings. The plastic is heated by the sanitization machine, thereby warping the disk. There is less chance of this occurring if the data is packaged in cardboard.

For information on transmitting classified data to NMMSS electronically, contact Jim Crabtree, 301-903-6008 or James.Crabtree@nnsa.doe.gov.



NMMSS News is sponsored by the Department of Energy (POC: Pete Dessaulles; Pete.Dessaulles@nnsa.doe.gov, 301-903-4525) and the Nuclear Regulatory Commission (POC: Brian Horn; Brian.Horn@nrc.gov, 301-492-3122). General comments on this publication may be made by contacting Gregory Perry; Gregory.Perry@nnsa.doe.gov, 301-903-3656