

**Outline of Process for Revising the Criteria for Identifying Nuclear Materials Licensees
for Discussion at the AARM**

Time	Action
Start of AARM process	Determine if there are any proposed changes to the criteria.
At Division level AARM preparation meeting	Division Directors discuss and agree on changes to the criteria to be given to Office Directors/Regional Administrators for their approval.
At Office level AARM preparation meeting	Office Directors/Regional Administrators discuss and concur on changes to the criteria.
After Office level AARM preparation meeting	Lead Office (e.g., FSME) publishes proposed criteria in FR for 45-day public comment period. A generic communication (e.g., Regulatory Issue Summary) should also be provided to States and licensees informing them of the proposed criteria and comment period.
Public comment period complete	Lead Office reviews public comments and prepares draft of criteria (according to comments) to be presented at AARM meeting. (Note: Public Comments and draft criteria provided to Offices/Regions prior to AARM.)
At AARM	EDO, Office Directors, and Regional Administrators discuss and comment on criteria and decide on final criteria to be presented to the Commission.
After AARM	Provide Commission with an information paper regarding the criteria and if time permits, present criteria to the Commission at AARM Results Commission Briefing.
After informing the Commission of the new AARM criteria	Lead Office publishes new criteria in FR. New criteria for identifying materials licensees will be used for the next AARM.