

## 2004 NMMSS Users Annual Training Meeting

The NMMSS Users Annual Training Meeting this year is themed "Implementing Changes in Material Accounting Systems." We will focus on changes made in NMMSS reporting formats and reporting requirements, especially those regarding foreign obligations accounting. In addition, presentations will be made by several of your peers in the nuclear industry with a keynote address from John Dooley of the State Department.

If you plan to attend this year's meeting but have yet to make arrangements, please do so without delay. You need to do two things: 1) reserve your room at the hotel, and 2) forward your registration form to the NMMSS operator - attention: Donna Hinton.

The hotel is holding a block of guest rooms until May 5, after which time they will be released for sale to the general public. After May 5, the hotel will make every effort to accommodate any late requests at the guaranteed meeting rate but cannot promise availability.

Please refer to the web site, [www.NMMSS.com](http://www.NMMSS.com), and click on *Seminars and Events* at the top of the page. You will find detailed information about the meeting, hotel and a registration form. If you have any question regarding attendance, please contact Donna Hinton at 678-328-1131 or by email at [dhinton@nacintl.com](mailto:dhinton@nacintl.com)

## UK Reportable Data Element in Export Transactions

When completing a transaction in electronic format for export of nuclear material to the United Kingdom, enter code "R" to indicate that the United Kingdom (UK) data is reportable to the IAEA. Use code "N" to indicate that the UK data is not reportable to the IAEA. Leave this field blank for export transactions that do not involve the UK facilities. This clarification

is necessary to correct reporting language on this data element in the NMMSS directories D-23, Personal Computer Data Input for Department of Energy Contractors and D-24, Personal Computer Data Input For Nuclear Regulatory Commission Licensees. The D-23 and D-24 directories incorrectly state in a footnote that the use of code "R" or blank would indicate UK reportable.

Facility use of the code "N" triggers the NMMSS report programs to exclude the transaction from monthly reports to the IAEA.

When in doubt as to which code to use, contact Ron Bonifay of the NMMSS at 678-328-1116 or by email at [rbonifay@nacintl.com](mailto:rbonifay@nacintl.com) for guidance.

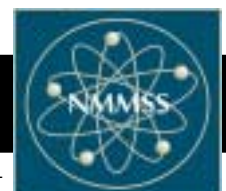
Directories D-23 and D-24 are under revision to make the appropriate correction as described and to make any other changes that will more precisely reflect reporting instructions. After revisions are made, you will be notified that the revised directories have been put on the NMMSS web site.

## Licensee Training in NMMSS Reporting

Nine spaces remain in the licensee training course to be provided on October 18-20, 2004 in Atlanta. If you are a licensee employee who submits data to the NMMSS you may wish to attend. The course is designed for persons who want to know basic information on how to prepare and submit data to the NMMSS. To obtain a course syllabus or register for the training course, please contact Ron Bonifay at 678-328-1116 or by email at [rbonifay@nacintl.com](mailto:rbonifay@nacintl.com)

## March 31, 2004 Obligated Balances Reconciliation – DOE Facilities

DOE facilities are reminded that their March 31 account reconciliation with NMMSS requires that foreign obligations be included in the reconciliation. Since this is the first time for including obligations in



periodic reconciliations, please contact Tina Barnett at 678-328-1126 or by email at [tbarnett@nacintl.com](mailto:tbarnett@nacintl.com) if you need assistance.

## Reminder: Documenting Transfers

If you plan to import, export, receive or transfer a reportable unit or more of accountable material between two reporting identification symbols (RIS's), please ensure that you document the activity with a DOE/NRC Form-741 with the appropriate shipper RIS and receiver RIS. Only under limited circumstances should the one party A-M transaction, be used.

The A-M transaction should be limited to document inventory adjustments and for totaling miscellaneous shipments of less than a reportable unit that occurred during an inventory period. You should not use the A-M transaction to transfer material to a site with no NMMSS RIS because NMMSS cannot track the new location of materials for the U.S. Government. The A-M transaction may be use if the receiving facility meets one of the exclusions listed in the relevant DOE/NRC guidance documents. For example, the relevant DOE policy guidance (DOE M 474.1-2A (2003), Introduction, page 4, paragraph 7.b) states as follows:

Unless a shipment is covered by one of the exclusions noted in this Manual (e.g. shipment to DOD), in other DOE/NNSA Orders or Manuals, or other agreements, reportable quantities of accountable nuclear material will be shipped only to facilities with a valid RIS.

A NMMSS RIS is established when a need is verified. DOE staff is involved in the authorization of a RIS for a DOE site and NRC staff is involved for a NRC or Agreement State licensee. A NMMSS RIS is established free of charge and usually within two business days of a request.

If you have a question, please contact your DOE or NRC point of contact for clarification.

## Shipper Correction to a Submitted Transaction to Change Obligation Amount – Preferred Method

If the shipper of obligated material desires to change

the amount previously reported, the method described below is recommended. In making the change, it is important to focus on the desired net effect of the change and then prepare the change transaction that produces the result.

In making the change, one must not only change the obligation section of the 741 (blocks 17-21) but also the shipper's section (block 26, columns a through r, as appropriate). The change is effected in the obligation section by entering the original data line with a negative sign and then entering the replacement line with the desired amount showing a positive value. For example, in the obligation section if you wanted to change 1,000 grams element to 100 you would show the first line with an -1,000 value and the second line with a 100 value. In block 26 you would show the original line reporting an element value with a negative sign followed by a replacement line showing the value with an opposite sign. For example, the first line would show the original value, such as -5,000, followed by the replacement value of 5,000. The net effect of the two lines in block 26 would be zero. The block 26 values shown on the original 741 would remain.

The general rules for submitting a change transaction apply, i.e., the other data element fields normally completed on a change transaction must be completed for the obligation change transaction.

## New Countries Added to EURATOM

On May 1, 2004, the membership of EURATOM expands from its current 15 member countries to 25 member countries. The new countries are:

- Czech Republic
- Slovak Republic
- Estonia
- Lithuania
- Malta
- Poland
- Hungary
- Latvia
- Slovenia
- Cyprus

