




Arkansas Department of Health

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ARKANSAS INFORMATION NOTICE 20-02

To: Arkansas Enhanced Security-Related Radioactive Material Licensees

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Subject: **Notification of Mailing Address Change for the Submittal of Criminal History Fingerprint Cards for Processing**

Date: May 19, 2020

This Arkansas Information Notice (IN) is to inform the Arkansas Enhanced Security-Related Radioactive Material Licensees that the mailing address to submit Criminal History fingerprint cards for processing has changed.

In an effort to be in compliance with security-related requirements (ie. Arkansas State Board of Health Rules and Regulations for Control of Sources of Ionizing Radiation Section 12 for "Physical Protection of Category 1 and 2 Quantities of Radioactive Material") licensees have and continue to submit fingerprints of individuals who they would like to be deemed trustworthy and reliable for the purpose of unescorted access to certain radioactive material or information. These individuals go through a Federal Bureau of Investigation (FBI) identification and criminal history records check, based on fingerprints, as a step in the trustworthiness and reliability determination process for access. The U.S. Nuclear Regulatory Commission (NRC) receives these fingerprint cards from licensees to be transmitted to the FBI.

The Criminal History Program has been relocated to another office within the NRC and therefore, the mailing address for submitting fingerprint cards has changed. The following mailing address should be used:

U.S. Nuclear Regulatory Commission
Director, Division of Physical and Cyber Security Policy
ATTN: Criminal History Program / Mail Stop - T-08B20
11545 Rockville Pike
Rockville, MD 20852

An update regarding this change may also be found on the NRC public Web-Site at <https://www.nrc.gov/security/chp.html> and <https://www.nrc.gov/security/byproduct/10-cfr-part-37.html>.

The NRC's Criminal History Program staff has and continues to support licensees' electronic submittal of fingerprints, via the Electronic Information Exchange (EIE) process, which is available on the NRC's "Electronic Submittals Application" Web-Site (<https://www.nrc.gov/site-help/e-submittals.html>) and returns results digitally, as that process remains unchanged. As a reminder, licensees who continue to submit hardcopy fingerprint cards via mail may opt to participate in a process to receive results electronically. Details on this process may be found in the July 8, 2019, STC letter, "Fingerprint Card Results Process Improvement (STC-19-041)" (Agencywide Documents Access and Management System Accession No. ML19169A323).

If you have any questions regarding this IN, please contact the Radioactive Materials Program staff at (501) 661-2173.

No response to this IN is required.

(Reference: U.S. Nuclear Regulatory Commission's Notification of Mailing Address Change Regarding Submittal of Fingerprint Cards STC-20-039).