



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

September 25, 2020

ALL AGREEMENT STATES

NOTIFICATION OF MAILING ADDRESS CHANGE REGARDING SUBMITTAL OF  
FINGERPRINT CARDS (STC-20-067)

**Purpose:** To inform the Agreement States of a recent mailing address change for submitting Criminal History fingerprint cards to comply with Title 10 of the *Code of Federal Regulations* (10 CFR) Part 37, "Physical Protection of Category 1 and Category 2 Quantities of Radioactive Material."

**Background:** In accordance with 10 CFR 37.27, "Requirements for Criminal History Records Checks of Individuals Granted Unescorted Access to Category 1 or Category 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.

**Discussion:** The Mail Stop has recently changed for submitting fingerprints to the Criminal History Program to comply with 10 CFR 37.27(c) to T-07D04M. 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-07D04M  
11545 Rockville Pike  
Rockville, MD 20852

An update regarding this change may be found on the NRC public Web site at <https://www.nrc.gov/security/byproduct/10-cfr-part-37.html>. Also, an administrative rule change has been proposed to update 10 CFR 37.27(c) to reflect the new mailing address.

The NRC's Criminal History Program staff has and continues to support licensees' electronic submittal of fingerprints, via the Electronic Information Exchange process, which is available on the NRC's "Electronic Submittals Application" Web page (<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).

An e-mail communication about the mailing address change was sent out to NRC and Agreement State licensees on September 18, 2020, via GovDelivery. Please forward this notification to your applicable licensees to ensure that they received this communication. If you have any questions regarding this correspondence, please contact me at (817) 200-1596, or the individual listed below:

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Office of Nuclear Material Safety  
and Safeguards

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DISTRIBUTION:

Kevin Williams, NMSS/MSST

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<b>OFC</b>	MSST/SMPB	MSST/SMPB	MSST/SALB
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