July 22, 2025

ALL AGREEMENT STATES
CONNECTICUT, INDIANA, WEST VIRGINIA

ADVANCE NOTIFICATION OF INTEGRATION/DATA SYNCHRONIZATION OF THE WEB-BASED LICENSING (WBL) AND THE NATIONAL SOURCE TRACKING SYSTEM (NSTS) (STC-25-039)

Purpose: To inform recipients of an upcoming deployment of a new enhancement integrating the Web-Based Licensing (WBL) system with the National Source Tracking System (NSTS). This update is tentatively scheduled to go live in the **Summer of 2025**. The goal of this integration is to consolidate license management into a single system (WBL) to reduce duplication, enhance data accuracy, and simplify access for licensing staff.

Background: Prior to the deployment of this integration effort, NSTS users could add or update basic license information in NSTS that sometimes did not align with the license information in WBL or with what was authorized on the license record. As a result, data inconsistencies occurred between the two systems (e.g., the Radiation Safety Officer (RSO) contact information in NSTS did not match the RSO listed on the active license record in WBL). Synchronizing the two systems is necessary to eliminate the duplication of similar license data entry, reduce data inaccuracies, and simplify the process for entering and capturing authorized license information.

Discussion: A one-way synchronization of license information will now flow from WBL to NSTS. Three times daily, NSTS will be updated with applicable WBL license information that has changed since the last synchronization. This process overwrites NSTS license data with the updated WBL license data, including additions, removals, and updates to basic license data, license contact data, and storage location data.

Specifically, basic license data and license contact data (main license contact, RSO contact, and Associate Radiation Safety Officer (ARSO) contact) from active WBL licenses (both NRC and Agreement State licenses) that authorize possession of Category 1 or 2 sources will be sent to NSTS. Additionally, new enhancements to WBL associated with this integration will identify NSTS source storage locations authorized on the license, including temporary job site locations, and populate those locations in NSTS.

Built-in validations have been implemented to guide WBL license reviewers and ensure data is entered correctly in WBL before it becomes available in NSTS. For example, license reviewers will receive a warning if they attempt to remove a location in WBL that is associated with sources in NSTS.

For Agreement States without access to WBL who need to update license information for NSTS, two options are available:

1) Submit updates to the NSTS Help Desk
   States may email updates to the NSTS Help Desk at NSTS.Help@nrc.gov. Note: Any updates provided must match the information on the active license and reflect what is authorized (e.g., new storage locations or RSO changes must be reflected on the license). Therefore, States should continue submitting all Category 1 and 2 licenses

(new, amended, etc.) to License.Submission.Resource@nrc.gov for processing in WBL to ensure the most current license record resides in the system.

2) Request access to WBL
    States may request access to WBL to make updates directly. However, it is strongly recommended that users unfamiliar with WBL first view available training videos and guidance or request a demonstration from the WBL team before making any changes.

NSTS licensee users will retain the ability to record transfers as before. However, since information is now tied to license records in WBL, licensees will no longer be able to add new licenses or storage location addresses in NSTS using the "enter unrecorded license" or "enter unrecorded storage location" options. The only addresses NSTS licensee users may manually enter are those for temporary jobsite locations. All other storage locations will be synchronized with what is authorized on the active license record in WBL. If a license needs to be added to NSTS, licensees should contact the NSTS Help Desk at NSTS.Help@nrc.gov.

Additional training materials highlighting these changes and enhancements in both WBL and NSTS will be provided closer to the deployment date.

An e-mail communication regarding this integration will be sent to applicable NRC and Agreement State licensees (Category 1 and 2 materials licensees) via GovDelivery. Please forward this GovDelivery notification to your relevant licensees to ensure they receive the information. Also, enclosed is a general overview of this effort along with frequently asked questions.

If you have any questions regarding this correspondence, please contact the individuals named below.

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Signed by Giantelli, Adelaide
       on 07/22/25

                              Adelaide Giantelli, Chief
                              State Agreement and Liaison Programs Branch
                              Division of Materials Safety, Security, State,
                                and Tribal Programs
                              Office of Nuclear Material Safety
                                and Safeguards

Enclosure:
1. WBL/NSTS System Integration one-pager

WBL-NSTS Synchronization Notification DATE July 22, 2025

DISTRIBUTION: NMSS

ADAMS Accession No.: ML25196A421; Ltr ML25196A419

OFFICE	NMSS/MSST/SMPB	NMSS/MSST/SLPB	NRR/DEX/EEEB	NMSS/MSST/SMPB
NAME	AMunden *AM*	KMeyer *KM*	SWyman *SW*	AGiantelli *AG*
DATE	Jul 16, 2025	Jul 17, 2025	Jul 21, 2025	Jul 22, 2025

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Coming Soon!

WBL/NSTS System Integration

The NRC is preparing to deploy a new enhancement that integrates the Web-Based Licensing (WBL) system with the National Source Tracking System (NSTS). This update is tentatively scheduled to go live **Summer 2025**. The goal of this integration is to consolidate license management into a single system (WBL) to reduce duplication, enhance data accuracy, and simplify access for licensing staff.

What's changing?
After the update, users will be able to create and edit licenses and location addresses in NSTS through the WBL interface and not through NSTS. These enhancements are intended to streamline workflows, reduce duplicate or incorrect data entry, and improve alignment between the two systems.

Users will need to contact the helpdesk to delete an NSTS license when required.

Why does this matter?
This integration will save time and reduce the administrative burden on licensing staff by eliminating the need to enter the same information in both WBL and NSTS. It also improves the accuracy and consistency of regulatory data by keeping records synchronized across systems.

When is this happening?
Deployment is tentatively planned for **Summer 2025**. To support a smooth transition, we plan to have step-by-step instructions with screenshots and a training video that shows how to manage licenses and storage locations in NSTS through WBL sent out to users prior to deployment.

What do you need to do?
We encourage you to review the training materials (i.e., screenshots of the new WBL features) once they become available. No immediate action is required right now, but being familiar with the changes will ensure you're ready when the integration goes live.

Questions?
If you have any questions before or after the deployment, please reach out to:
Kim Lukes, Kim.Lukes@nrc.gov, 301-415-6701
Ariano Munden, Ariano.Munden@nrc.gov, 301-415-1268

Questions & Answers (Q&As)

1. **Will I still need to log into NSTS separately to update license or storage location information?**
   No. Once the integration is live, you'll be able to perform these updates directly through WBL. NSTS will be updated automatically in the background with the applicable information from the active license record in WBL.

2. **What about updating licensee contact information in NSTS?**
   After the integration, basic license data and license contact data (main license contact, RSO contact, and Associate Radiation Safety Officer (ARSO) contact) from active WBL licenses (both NRC and Agreement State licenses) that authorize possession of Category 1 or 2 sources will be sent to NSTS.

3. **Will changes made in WBL be reflected in NSTS instantaneously?**
   No. Changes made in WBL will be transferred to NSTS through a synchronization process that will occur three times a day.

4. **Will I need any new permissions or roles in WBL to use these features?**
   Users will need appropriate permissions in WBL to manage license data. If you currently manage licensing data in WBL, no changes to your access are expected.

5. **How will Agreement States not using WBL manage license information in NSTS?**
   Agreement States without WBL access have two options:
   1) Submit updates to the NSTS Help Desk
      States may email updates to the NSTS Help Desk at NSTS.Help@nrc.gov. Note: Any updates provided must match the information on the active license and reflect what is authorized (e.g., new storage locations or RSO changes must be reflected on the license). Therefore, States should continue submitting all Category 1 and 2 licenses (new, amended, etc.) to License.Submission.Resource@nrc.gov for processing in WBL to ensure the most current license record resides in the system.

   2) Request access to WBL
      States may request access to WBL to make updates directly. However, it is strongly recommended that users unfamiliar with WBL first view available training videos and guidance or request a demonstration from the WBL team before making any changes.

6. **Will there be validation messages to help catch errors?**
   Yes. Built-in validations have been implemented to guide WBL license reviewers and ensure data is entered correctly in WBL before it becomes available in NSTS.

7. **Who do I contact if something isn't working after deployment or if I have questions?**
   Please contact the NSTS Help Desk at NSTS.Help@nrc.gov or call 1-877-671-6787. Help Desk staff can assist with both NSTS and WBL-related questions.