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

January 26, 2018

ALL AGREEMENT STATES, VERMONT AND WYOMING

NOTIFICATION OF AN ADDITIONAL OFFERING OF THE NRC MATERIALS CONTROL, SECURITY SYSTEMS AND PRINCIPLES (S-201) COURSE AND ON-LINE GAP TRAINING TO THE AGREEMENT STATES AND MASTER MATERIAL LICENSES STAFF (STC-18-004)

Purpose: To inform the Agreement States and the Master Materials Licenses staff of an additional offering in fiscal year 2018 of the U.S. Nuclear Regulatory Commission (NRC) Materials Control, Security Systems and Principles (S-201) course and the availability of on-line gap training.

Background: For program areas that have been extensively revised, NRC has and will continue to provide training (e.g., webinars and on-line modules) on the new requirements.

Discussion: Based on Agreement State feedback and the availability of additional funds, the Office of Nuclear Material Safety and Safeguards (NMSS) is notifying the Agreement States and the Master Materials Licenses of an additional NRC Materials Control, Security Systems and Principles (S-201) training course scheduled for September 10-14, 2018 in Chattanooga, Tennessee. This one-time additional course will be limited to students who have taken the S-201 course prior to February 2014, (i.e., prior to the S-201 curriculum revisions that addressed Title 10 of the *Code of Federal Regulations* (10 CFR) Part 37, "*Physical Protection of Category 1 and Category 2 Quantities of Radioactive Material"*).

In addition to this one-time course offering, gap training on the implementation of 10 CFR Part 37 is available on-line and can be found in the Materials Security Toolbox: https://scp.nrc.gov/controls.html. The Materials Security Toolbox is a secure area on the NMSS State Communication Portal, and users will be required to obtain a One-Time Password (OTP) credential for access. Instructions for obtaining an OTP credential at the credentialing Web site are enclosed.

Per the limiting criteria discussed above, please send applications to Marcia Casby at AStrainingandtravel.Resource@nrc.gov. If you have any questions regarding this correspondence, please contact Stephen Poy at (301) 415-7135 or the individual named below:

POINT OF CONTACT: Marcia Casby   E-MAIL: Marcia.Casby@nrc.gov
TELEPHONE: (301) 415-6525

/RA Paul Michalak for/

Andrea L. Kock, Acting Director
Division of Materials, Safety, Security, State,
  and Tribal Programs
Office of Nuclear Material Safety
  and Safeguards

Enclosure:
As stated

Credentialing Instructions for Non-NRC Users

1. User visits the U.S. Nuclear Regulatory Commission (NRC) External Credentialing Service (ECS) Web site at https://pki.nrc.gov/ecs.

2. The user clicks on "SCP", to begin the process to obtain a new One-Time Password (OTP) credential for the purposes of gaining access to the State Communications Portal (SCP) Web site, and follows the onscreen instructions. The following two form factors are available:

    a. Mobile Token (can be immediately downloaded on the user's smart phone)
    b. Security Token (delivered to the end user via U.S. Postal Service)

3. If the user selected a hardware credential (option b above), he/she is prompted to provide a shipping address.

4. The user must provide the following information in the "Applicant Notes" section:

    a. Section(s) of the SCP Web site to which access is being requested
    b. Business justification for requiring access to those sections

5. The NRC NMSS Point of Contact (POC) reviews the request within the NRC ECS system, and makes one of the following two decisions:

    a. Rejects the request – The NMSS POC informs the user of the decision and next steps if any
    b. Approves the request – The SCP Help Desk receives an email notification of the approval and the section(s) concerned. The user is also sent an email notification with an NRC approval code

6. If the user selected a hardware credential (option b above), the credential is scheduled for delivery via mail. It usually takes 5 to 7 business days for the user to receive the credential.

7. Upon receiving the credential, the user must return to the NRC External Credentialing Web site at https://pki.nrc.gov/ecs to activate the token. The user must use the NRC approval code to complete this process. The user clicks on "Activate", to activate the new credential, and follows the onscreen instructions.

8. Upon successful activation, the user can begin using his new OTP credential at the SCP Web site.