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NRC FORM 748D
(01-2016)
10 CFR 20.2207

U.S. NUCLEAR REGULATORY COMMISSION

DISPOSE SOURCE
NATIONAL SOURCE TRACKING TRANSACTION REPORT

APPROVED BY OMB: NO. 3150-0202 **EXPIRES: 01/31/2019**

Estimated burden per response to comply with this mandatory information collection request: 9.5 minutes. NRC requires this information to populate the National Source Tracking System for certain sealed sources. Send comments regarding burden estimate to the FOIA, Privacy, and Information Collections Branch (T-5 F53), U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001, or by internet e-mail to Infocollects.Resource@nrc.gov, and to the Desk Officer, Office of Information and Regulatory Affairs, NEOB-10202, (3150-0202), Office of Management and Budget, Washington, DC 20503. If a means used to impose an information collection does not display a currently valid OMB control number, the NRC may not conduct or sponsor, and a person is not required to respond to, the information collection.

1. LICENSEE INFORMATION

A. LICENSEE NAME	B. LICENSE NO.	C. LICENSEE STREET ADDRESS	D. CITY	E. STATE	F. ZIP CODE

2. TRANSACTION DATE

(Only transactions completed on the same date may be reported together on this form)

3A. TRANSACTION INFORMATION

☐ NEW ☐ CORRECTION

IF CORRECTION, PREVIOUS TRANSACTION DATE:

3B. TRANSACTION TYPE (Check all that apply)

☐ REPORT SOURCE INVENTORY ☐ TRANSFER ☐ RECEIPT ☒ DISPOSAL

☐ NEW SOURCE MANUFACTURED ☐ IMPORT ☐ EXPORT ☐ DISASSEMBLE

4. PREPARER INFORMATION

A. NAME OF PREPARER	B. DATE PREPARED	C. PREPARER PHONE	D. PREPARER E-MAIL (REQUIRED FOR CONFIRMATION)

8. SOURCE DISPOSAL DATA

A1. WASTE MANIFEST NUMBER	B1. CONTAINER ID	C1. METHOD OF DISPOSAL

D1. SOURCE MAKE	E1. SOURCE MODEL	F1. SOURCE SERIAL NUMBER	G1. ISOTOPE	H1. ACTIVITY AND UNIT	I1. ACTIVITY DATE	J1. COMMENTS

K1. SOURCE DISPOSAL ADDRESS	L1. CITY	M1. STATE	N1. ZIP CODE	O1. SAME AS STREET ADDRESS
				☐

WARNING: FALSE STATEMENTS IN THIS CERTIFICATE MAY BE SUBJECT TO CIVIL AND/OR CRIMINAL PENALTIES. NRC REGULATIONS REQUIRE THAT SUBMISSIONS TO THE NRC BE COMPLETE AND ACCURATE IN ALL MATERIAL RESPECTS. 18 U.S.C. SECTION 1001 MAKES IT A CRIMINAL OFFENSE TO MAKE A WILLFULLY FALSE STATEMENT OR REPRESENTATION TO ANY DEPARTMENT OR AGENCY OF THE UNITED STATES AS TO ANY MATTER WITHIN ITS JURISDICTION.

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(continued)

LICENSEE NAME	LICENSE NO.

8. SOURCE DISPOSAL DATA (continued)

A2. WASTE MANIFEST NUMBER	B2. CONTAINER ID	C2. METHOD OF DISPOSAL

D2. SOURCE MAKE	E2. SOURCE MODEL	F2. SOURCE SERIAL NUMBER	G2. ISOTOPE	H2. ACTIVITY AND UNIT	I2. ACTIVITY DATE	J2. COMMENTS

K2. SOURCE DISPOSAL ADDRESS	L2. CITY	M2. STATE	N2. ZIP CODE	O2. SAME AS STREET ADDRESS
				☐

A3. WASTE MANIFEST NUMBER	B3. CONTAINER ID	C3. METHOD OF DISPOSAL

D3. SOURCE MAKE	E3. SOURCE MODEL	F3. SOURCE SERIAL NUMBER	G3. ISOTOPE	H3. ACTIVITY AND UNIT	I3. ACTIVITY DATE	J3. COMMENTS

K3. SOURCE DISPOSAL ADDRESS	L3. CITY	M3. STATE	N3. ZIP CODE	O3. SAME AS STREET ADDRESS
				☐

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(continued)

LICENSEE NAME	LICENSE NO.

8. SOURCE DISPOSAL DATA (continued)

A4. WASTE MANIFEST NUMBER	B4. CONTAINER ID	C4. METHOD OF DISPOSAL

D4. SOURCE MAKE	E4. SOURCE MODEL	F4. SOURCE SERIAL NUMBER	G4. ISOTOPE	H4. ACTIVITY AND UNIT	I4. ACTIVITY DATE	J4. COMMENTS

K4. SOURCE DISPOSAL ADDRESS	L4. CITY	M4. STATE	N4. ZIP CODE	O4. SAME AS STREET ADDRESS
				☐

A5. WASTE MANIFEST NUMBER	B5. CONTAINER ID	C5. METHOD OF DISPOSAL

D5. SOURCE MAKE	E5. SOURCE MODEL	F5. SOURCE SERIAL NUMBER	G5. ISOTOPE	H5. ACTIVITY AND UNIT	I5. ACTIVITY DATE	J5. COMMENTS

K5. SOURCE DISPOSAL ADDRESS	L5. CITY	M5. STATE	N5. ZIP CODE	O5. SAME AS STREET ADDRESS
				☐

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INSTRUCTIONS TO NRC AND AGREEMENT STATE LICENSEES FOR REPORTING HIGH-RISK SEALED SOURCE TRANSACTIONS

The completed form is considered to be Official Use Only – Security Related Information; it is not considered to be Safeguards Information.
Use an addendum sheet for reporting additional sources.

Note to Licensees: This form may be used to report source transactions in lieu of using the NSTS online application. Sections 1-4 on Page 1 of the form are required for all source transaction types. Sections 5-12 should only be populated for the associated Transaction Type (3B) selected. For example, when reporting a Source Transfer and a Source Export, Sections 6 and 11 should be populated. Multiple Transaction Types may be selected if they occur on the same Transaction Date, and should be reported on NRC Form 748. Licensees reporting only one transaction type may use the condensed form for the Transaction Type. For example, when reporting a Source Receipt, NRC Form 748c should be used.

1. **Licensee Information** – Enter the name, license number, and street address of the licensed facility.
2. **Transaction Date** – Enter the date the transaction occurred, which would be the date of the transfer, receipt, manufacture, etc.
3. **Transaction Information and Transaction Type** – Indicate if this is a new transaction or a correction. For corrections, select the date of the previously submitted transaction that the correction should be associated with. Select the Transaction Type. Report Source should only be used for initial inventory submissions, or to report a source excluded from the initial inventory submission. Dispose Source should only be used by a Disposal Licensee. If you are sending your source back to the manufacturer, or sending it to a disposal facility, the transaction should be recorded as a Transfer. Multiple Transaction Types may be selected if they occur on the same Transaction Date.
4. **Preparer Information** – An email address is required for a confirmation. For regulatory purposes, your source transaction report is not considered complete without a confirmation from the NSTS Help Desk that the transaction report has been received.
5. **Source Inventory Data** – This section should only be used for initial inventory submissions. The Make, Model, and Serial Number refer to the Source, not the Device. All fields are required in Section 5 EXCEPT G. Comments. If the licensee is reporting multiple sources on the Source Inventory transaction at the same Source Location Address, the location address information may be populated once, and referenced in the Comments block for the additional sources.
6. **Source Transfer Data** – For Transfer transaction reports, all fields in Section 6 are required EXCEPT M. Waste Manifest Number, N. Container ID, and P. Comments. If the licensee is reporting multiple sources on the Transfer transaction to the same Receiving Licensee, the receiving licensee information may be populated once, and referenced in the Comments block for the additional sources.
7. **Source Receipt Data** – For Receipt transaction reports, all fields in Section 7 are required EXCEPT M. Waste Manifest Number, N. Container ID, and T. Comments. If the licensee is reporting multiple sources on the Receipt transaction at the same Source Location Address, the location address information may be populated once, and referenced in the Comments block for the additional sources.
8. **Source Disposal Data** – For Disposal transaction reports, all fields in Section 8 are required EXCEPT J. Comments. If the licensee is reporting multiple sources on the Disposal transaction at the same Source Disposal Address, the source disposal address information may be populated once, and referenced in the Comments block for the additional sources.
9. **New Manufactured Source Data** – For New Manufactured Source transaction reports, all fields in Section 9 are required EXCEPT F. Comments. If the licensee is reporting multiple sources on the Manufacturer transaction at the same Source Location Address, the location address information may be populated once, and referenced in the Comments block for the additional sources.
10. **Source Import Data** – For Import Source transaction reports, all fields are required EXCEPT L. Comments. If the licensee is reporting multiple sources on the Import transaction at the same Source Location Address, the location address information may be populated once, and referenced in the Comments block for the additional sources.
11. **Source Export Data** – For Export Source transaction reports, all fields are required EXCEPT M. Comments. If the licensee is reporting multiple sources on the Export transaction to the same Foreign Company/Foreign Address, the information in cells A-E may be populated once, and referenced in the Comments block for the additional sources.
12. **Source Disassemble Data** – For Disassemble Source transaction reports, all fields are required EXCEPT H. Comments. If the licensee is reporting multiple sources on the Disassemble transaction at the same Source Location Address, the location address information may be populated once, and referenced in the Comments block for the additional sources.

DISTRIBUTION

For most timely processing, click the "Submit by Email" button on page 1.
You may also:
> manually submit this form by email to: NSTSFax.Resource@nrc.gov,
> FAX to: 1-888-821-2534, or
> mail to: NSTS Help Desk
30 West Gude Drive, Suite 300
Rockville, MD 20850