



EM Environmental Management

safety ❖ performance ❖ cleanup ❖ closure

DOE Packaging Certification Program

User Registration Termination Form

For termination of “registered user” status of a Certified Type B or Fissile Radioactive Material Package or Special Form Source for Offsite Shipments by DOE Elements or their Contractors

The Department of Energy (DOE) Packaging Certification Program (PCP) prepared this form to provide a process for users (DOE Elements or their Contractors - applicants) to terminate “registered user” status for offsite use of a particular certified Type B or fissile radioactive material (RAM) package or special form source. This form must be submitted by the applicant to the PCP Manager, for the DOE Headquarters Certifying Official (HCO). The applicant will receive notification by email from the DOE Docket Manager that their “registered user” status is terminated and they will be removed from list of registered users for the applicable certificate on the RAMPAC website at <https://rampac.energy.gov/home/package-certification-information/guidance/registered-users>.

The terminated user of certified Type B or fissile radioactive material (RAM) package is required by 10 CFR 71.91, *Records*, to maintain, for a period of 3 years after shipment, a record of each shipment in accordance with the applicable “licensee” requirements of §§71.91(a), (c), and (d). This record retention requirement is typically included in the text of certificates issued by the Department of Transportation (DOT). The terminated user shall comply with “licensee” requirements in these aforementioned regulations and certificates.

INSTRUCTIONS: Complete this form, sign and date it, and email it to rampac@srs.gov

Terminated users must –

Maintain, for a period of 3 years after shipment, a record of each shipment of the package or special form source, in accordance with the applicable “licensee” requirements of §§71.91(a), (c), and (d) or condition in the certificate issued by DOT.

I, the applicant listed below, am submitting this form to terminate my registered user status with the DOE PCP for the following DOE, DOT, or Nuclear Regulatory Commission (NRC) certified Type B or fissile package, or International Atomic Energy Agency (IAEA) Certificate of Competent Authority for Special Form Radioactive Materials issued by DOT, and will meet the requirement listed above.

Signature: _____ Date: _____

Name (print): _____ Job Title (print): _____

Email: _____ Office Phone: _____ Mobile: _____

Certificate Type (click only one): DOE DOT NRC

Certificate Number (4-digit number directly from the certificate): _____

(See <https://rampac.energy.gov/home/package-certification-information/certificates> for DOE, DOT, & NRC Certs.)

DOE element affiliation: _____

(Name of the DOE Program Office, Field Site, or Laboratory/Technology Center where use/consignment occurred)