**Department of Energy**
Office of Science
Washington, DC 20585

**Office of the Director**

June 1, 2004

MEMORANDUM FOR DISTRIBUTION

FROM: MILTON D. JOHNSON
CHIEF OPERATING OFFICER
OFFICE OF SCIENCE

SUBJECT: Approval of Radiological Material Shipments Under Security Conditions

The purpose of this memorandum is to define the types of materials requiring Office of Science (SC) approval prior to shipment and the conditions for approval and notification under various Security Condition (SECON) levels. The requirements of this memorandum are effective immediately.

In general, Site Office Managers should be knowledgeable of the types and quantities of radioactive materials being shipped from their sites. They should also ensure that appropriate security measures are in place as described in the attached Federal Register Vol. 67, No. 31, dated Thursday, February 14, 2002, Advisory Notice; Enhancing the Security of Hazardous Materials in Transportation.

The requirements apply regardless of the Department of Energy (DOE) program office responsible for the work, which are primarily the Office of Nuclear Energy, Science and Technology and the Office of Environmental Management. Any additional requirements of those programs must also be met prior to shipment.

The following SC-specific requirements apply for shipments under these SECON levels:

**SECON-3 (Department of Homeland Security (DHS) Threat Condition Yellow):** Shipment of materials listed below requires SC Site Office Manager approval:

1. Fresh fuel and spent fuel shipments; and
2. Radiological shipments that exceed the quantities for Type A packages as specified in Title 49 Code of Federal Regulations Part 173.403.

**SECON-2 (DHS Threat Condition Orange):** Site Office Managers will notify the Chief Operating Officer (SC-3) via e-mail at least two days in advance of departure of those shipments that have been approved by the Site Office Manager. Site Offices should be informed when any shipment leaves and when it arrives at its destination. Additional

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tracking and communication with shipments en-route may be required as directed by the DOE Emergency Operation Center (EOC).

**SECON-1 (DHS Threat Condition Red):** All shipments of radioactive materials will be frozen. Exceptions will be made on a case by case basis with Headquarters approval (SC-3). Shipments in transit will need to be located, but can proceed to their planned destination unless otherwise directed by the Site Office Manager, DHS, or the DOE EOC.

If you have any questions, please contact Leah Dever at 301-903-4097.

Attachment

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