Contractor Requirements Document
(Supplemented) Form

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<th>CRD #: CRD M 142.2-1 (Supplemented Rev. 0)</th>
<th>Title: Manual for Implementation of the Voluntary Offer Safeguards Agreement and Additional Protocol with the International Atomic Energy Agency</th>
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| Applicable Contractor(s): RCC X OccMed ___ PRC X MSC X Other ____ | Section A – Headquarters CRD:

Section B – General Clarifications: NONE.

Section C – Specific Clarifications: NONE.

Section D – General Supplemental Requirements

1) Each contractor must implement their contractor associated work components as described herein and in relation to:
   a. the Agreement Between the United States of America and the International Atomic Energy Agency (IAEA) for the Application of Safeguards in the United States (Agreement),
   b. the Original Protocol to the Agreement (Original Protocol),
   c. the Additional Protocol to the Agreement (Additional Protocol),
   d. the Subsidiary Arrangements to the Agreement and Additional Protocol (Subsidiary Arrangements), and
   e. the Interagency Procedures for the Implementation of the U.S.-IAEA Safeguards Agreement.

NOTE: The Agreement and Original Protocol, combined, will be referred to as the Voluntary Offer Agreement (VOA).*

* At the time of issuance of this SCRD, there are no Hanford facilities selected by the IAEA under the VOA. Nevertheless, there are Hanford facilities on the official Eligible Facilities List that the U.S. Government submits to the IAEA. Therefore, the SCRD language associated with the VOA is included for completeness. Should any eligible Hanford facility be selected by the IAEA for inspection under the VOA, DOE will send direction to the affected contractors for initiation of the contractor actions associated with the VOA portion of this SCRD.
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2) Contractors shall:

a. Perform the contractor associated actions necessary for the IAEA to conduct inspections and/or complimentary access under the VOA or Additional Protocol. Contractors do not have approval or denial authority for IAEA inspectors, inspections, or complementary access visits at DOE facilities, locations, or sites. (Note: By contract, the Mission Support Alliance (MSA) contractor is assigned the role of primary point-of-contact for IAEA related activities and is responsible for coordinating with affected Hanford Site contractors. The MSA is responsible (see Section E) for developing a site-wide, DOE-RL approved procedure to implement the requirements of this SCRD and CRD O 142.2A [currently included in each of the contractor’s contracts]).

b. Perform activities in accordance with the DOE approved site-wide procedure for IAEA implementation at Hanford.

c. Designate one or more points of contact for matters relating to IAEA inspections and complementary access visits. Points of contact may act as an alternate to the DOE IAEA point of contact when requested (e.g., alternate AP coordinator). Contractors’ shall ensure current contact information is provided to the DOE Field/Operations Office.

d. Provide information and reports to the DOE Field/Operations Office, and/or the Office of International Regimes and Agreements, to ensure DOE’s obligations under the VOA, Additional Protocol, Subsidiary Arrangements, and Interagency Procedures are satisfied.

e. Respond to ad-hoc information request regarding IAEA related activities (4-6 times per year).

f. Ensure that IAEA inspectors are informed of health, safety, and security requirements applicable to the DOE facility, location, or site to be inspected or visited. Generally, training for IAEA inspectors should be the same training as that required for persons requiring the same escorted access. Note: Equivalent training received by IAEA inspectors, irrespective of their country of origin, can be substituted for DOE/Contractor training if documentation of the training is made available to the DOE field element and DOE informs the affected contractors of DOE’s determination.

g. Designate onsite workspace for use by IAEA inspectors upon request by the DOE/IAEA.

h. Apply managed access provisions where needed to protect activities of national security significance; prevent dissemination of proliferation sensitive information; meet safety or physical protection requirements; and protect business confidential, proprietary, or commercially sensitive information. Potential managed access measures may include, but are not limited to:

   i. removing sensitive papers from office spaces

   ii. shrouding sensitive displays, stores, and equipment

   iii. shrouding sensitive pieces of equipment such as computers or electronic systems

   iv. logging off computer systems and turning off data indicating devices

   v. restricting safeguards instrumentation or environmental sampling to the purpose of the access (see Articles 5 and 9 of the AP, and Public Law 109-401, Subtitle E), and,
vi. in exceptional cases, giving individual inspectors access to certain parts of the location, site, or facility.

i. Facilitate the procurement of services or equipment as needed by IAEA inspectors pursuant to Article 86 of the Agreement (Note: Costs associated with services or equipment is usually incurred against Hanford budgets unless a different understanding has been arranged with DOE-HQ and the IAEA).

j. Temporarily suspend inspections or complementary access visits in accordance with DOE requirements when the inspection or access visit would result in disclosure of Restricted Data or Formerly Restricted Data.

k. Exercise care to ensure that classified information provided to, or shared with, IAEA inspectors is limited to information defined under the terms of the VOA, Additional Protocol, Subsidiary Arrangements, and facility attachments. Contractors shall, as a minimum, implement the requirements listed in CRD O 142.2A regarding sensitive and classified information when working with the IAEA.

l. Coordinate resolution of concerns or issues with the DOE Field/Operations Office when questions arise on the appropriateness of providing classified, export controlled, proprietary, or other specific information to the IAEA.

m. Direct questions, complaints, and requests related to IAEA inspections or complementary access visits to the DOE Field/Operations Office. Contractors shall notify DOE before granting access to IAEA inspectors for unannounced inspections or complementary access visits.

n. Make appropriate recommendations to the Field/Operations Office regarding proposed withdrawals, transfers, exemption/termination requests, and reapplication of safeguards of nuclear material in the implementation of the VOA.

o. In accordance with article 85 of the Agreement, do not permit IAEA inspectors to operate any facility or portion thereof themselves or direct DOE or DOE contractor personnel to carry out any operation. IAEA inspectors can, however, request that an operator carry out a particular operation.

p. Comply with the requirements of sections 252 and 253 of the AP Implementation Act and article 1b of the AP. All site safeguards and security plans will contain elements to ensure that IAEA inspectors do not conduct environmental sampling except where all statutory requirements in the AP Implementation Act have been met (see Articles 5 and 9 of the AP, and Public Law 109-401, Subtitle E).

Section E - Specific Supplemental Requirements:

1) Mission Support Alliance shall:

a. Develop a site-wide procedure to implement the requirements of this SCRD and CRD O 142.2A (currently included in MSA’s contract). This procedure will be submitted to DOE-RL for approval and shall be coordinated with and concurred on by other affected site contractors. The procedure shall include, as a minimum, contractor roles and responsibilities consistent with the VOA, Additional Protocol, DOE sponsored or published guides and handbooks, and any direction provided by DOE-RL.

b. Require Protective Force personnel to receive periodic training relating to IAEA inspections/visits.
Training topics should include, (1) the nature and purpose of IAEA VOA and Additional Protocol inspections/visits, (2) IAEA documentation that may be experienced during IAEA inspections/visits such as confidential IAEA information, IAEA property tags, etc., (3) procedures for inspection of IAEA equipment, and (4) the rights of IAEA inspectors under the International Organizations Immunities Act.

c. Ensure that IAEA inspectors are issued badges that identify them as authorized IAEA inspectors, and not with the standard Foreign National Security Badge.

d. Carry out security reviews, risks/security assessments, and prepare security plans for potential or planned IAEA inspections or visits, and as requested by DOE.

e. Ensure that IAEA inspectors and personnel are identified properly before they enter a DOE facility, location, or site. Such identification should include, but is not limited to,

   i. A passport and a U.S. visa from his/her country of origin, and a valid Laissez-Passer (a United Nations passport);

   ii. current and valid inspection assignment papers issued by the IAEA; and

   iii. confirming the inspectors name is included on the current list of IAEA inspectors formally designated for service in the United States (Note: Provided by the DOE to the contractor).

f. In accordance with applicable DOE directives, submit to the Nuclear Materials Management and Safeguards System (NMMSS) information needed for reporting to the IAEA under Code 10 of the Subsidiary Arrangements.
CONTRACTOR REQUIREMENTS DOCUMENT

DOE M 142.2-1, Manual for Implementation of the Voluntary Offer Safeguards Agreement and Additional Protocol with the International Atomic Energy Agency

Regardless of the performer of the work, the contractor is responsible for complying with the requirements of this Contractor Requirements Document (CRD). The contractor is responsible for flowing down the requirements to subcontractors at any tier to the extent necessary to ensure the contractor's compliance with the requirements.

1. **Implementation.** The Department of Energy (DOE) has requirements and procedures for implementation of the Agreement Between the United States of America and the International Atomic Energy Agency (IAEA) for the Application of Safeguards in the United States (hereafter the Agreement); the Original Protocol to the Agreement; the Additional Protocol to the Agreement signed by the United States and the IAEA on June 12, 1998 (hereafter the Additional Protocol or AP); and the Interagency Procedures for the Implementation of the U.S.-IAEA Safeguards Agreement (hereafter the Interagency Procedures). The Agreement and Original Protocol are hereafter referred to as the Voluntary Offer Agreement, or VOA.


2. **AP Coordinator.**

   If a contractor employee acts as the AP coordinator at a DOE site, the contractor employee will review draft declarations for the DOE field element. (See Chapter VIII, paragraph 1, of DOE M 142.2-1 for additional information about AP declarations.)

3. **DOE Contractor Personnel Who Act as Hosts and Escorts to Accompany IAEA Inspectors.** Contractors must ensure that their personnel comply with the following requirements, which apply if DOE contractor personnel act as a host or escort.

   a. When appropriately trained, an individual can be both a host and an escort. Both hosts and escorts must have appropriate security clearances; be familiar with the role of the IAEA and the role of IAEA inspectors including the rights and responsibilities of inspectors under the VOA, Subsidiary Arrangements, and
applicable facility attachment; and have current knowledge regarding DOE procedures for release of information to IAEA inspectors.

b. Escorts who accompany IAEA inspectors must:

(1) Have specific knowledge of the areas at the DOE facility to be inspected or visited that are open to IAEA inspectors under the VOA, Subsidiary Arrangements, facility attachment, and applicable managed access procedures.

(2) Have specific knowledge of activities with direct national security significance at the DOE facility to be inspected or visited. Such activities must be protected from disclosure to IAEA inspectors through the use of managed access measures.

(3) Have specific training covering the counterintelligence, health, safety, safeguards, and security requirements applicable to the facility to be inspected.

(4) Have specific training covering procedures for inspection of IAEA equipment to be used during an inspection.

(5) Have specific training covering implementation of any managed access procedures in place at the facility to be inspected.

(6) Know whom to contact if 1) disagreements arise between IAEA inspectors and the escort or other DOE or DOE contractor personnel, or 2) questions arise that cannot be immediately answered by the escort.

(7) Have specific knowledge of the DOE requirements in 10 CFR Part 810 which prohibit the unauthorized transfer of sensitive nuclear technology.

(8) Understand the system for nuclear material control and accountability as applied at the facility to be inspected.

(9) Understand the procedures for information reporting to the NMMSS.

(10) Have experience and training in fields related to nuclear material assay and accounting, including nuclear chemistry, physics, and/or statistics.

(11) Have specific training regarding procedures to be followed when IAEA inspectors desire to take samples of nuclear material in accordance with Article 73 of the Agreement.

c. Ad hoc managed access under the VOA.

(1) DOE contractor employees who are escorting IAEA inspectors and who have received prior authorization from the DOE field.
element head may apply ad hoc managed access as necessary and as consistent with the applicable provisions of the VOA.

(2) DOE contractor employees who are escorting IAEA inspectors without a DOE employee present and who have not received prior authorization to invoke ad hoc managed access must notify the DOE field element office of the need to apply ad hoc managed access.

(3) Such DOE contractor employees must receive approval from a designee of the head of the DOE field element before applying ad hoc managed access.

d. DOE contractors must appoint a point of contact to work with DOE officials on requirements under the CRD and provide such contact information to the appropriate DOE field element.

e. DOE contractors must notify the DOE field element head whenever a facility managed by the contractor should be considered for addition to or deletion from the eligible list.

f. DOE contractors must notify the field element head whenever an activity should be considered for addition to or deletion from the DOE declaration.