PART III - SECTION J, ATTACHMENT I

CONTRACT DATA REQUIREMENTS LIST

Part III – Section J, Attachment I

Contract Data Requirements List

This document defines contract data deliverables required to be submitted to DOE by the Contractor during contract performance. The Contractor shall review this Contract Data Requirements List (CDRL) at least annually and provide any recommendations to the Contracting Officer. This CDRL will be updated as required over the life of the contract.

This list identifies deliverables to DOE and does not relieve the Contractor of the responsibility to prepare and deliver any other data required by law or regulation.

This CDRL is organized as follows:

A. Procurement
B. Legal
C. Industrial Relations
D. Budget and Finance
E. Personal and Real Property
F. Environmental Requirements
G. Safeguards and Security Requirements
H. Operations, Safety, Health and Quality Assurance
I. Programs

The following notes are applicable to the CDRL table:

Note 1: A = Approval; C = Certification by DOE (required for some regulatory documents; certification requires hardcopy submittal); R = Review and comment; N = No action – Information only. Unless otherwise specified, the length of time for DOE review or approval will be thirty (30) calendar days.

Note 2: The term "days" means calendar days unless otherwise specified.

Note 3: This column identifies the position to receive delivery notification.

Contract Data Requirements List (CDRL)

Item No.	Contract Reference	Title of Data Item	Data Item Description	DOE Action Note 1	Due Date And Frequency Note 2	Distribution and Notification Note 3
A. PROCUREMENT						
A.5	H.5	Directives & Alternatives	See Section H, clause H.5 for required content and need.	A	As needed	CO
A.13	H.35	Small Business Subcontract Plan	The Small Business Subcontracting Plan submitted by the Contractor identifying consideration for small business, local and Idaho businesses.	A	Annually: October 31	CO SB
A.16	DEAR 970.5232-3, H.22, I.10, I.43	Internal Audit	Annual internal audit and examination of records, operations, expenses, and transactions with respect to costs claimed to be allowable. Internal Audit shall provide to the CO the following two (2) report/documents: (1) Internal Audit Implementation Design and (2) Annual Audit Plan, in accordance with revised clause I.43 subparagraph on Internal Audit. Internal Audit shall provide to the CO the Annual Audit Report.	A R	(1) Each 5th year of contract performance (2) August 31 January 31	IR Office CO
A.17	I.42 FAR 52.216-7(d)	Incurred Cost Electronically (ICE) Submission	In lieu of the Section I.42(k) Statement of Costs Incurred & Claimed, submit a final incurred cost proposal consistent with the requirements of FAR 52.216-7(d).	R	Annually: March 31 (first submission due 2023)	CO FS Team Lead
A.32	I.54	Acquisition & Contracts Management Self-Assessment Report	Acquisition & Contracts Management (A&CM) Self-Assessment Report in support of Contractor Purchasing System (DEAR 970.5244-1). This Report will also include the proposed annual A&CM Self-Assessment Plan for approval.	A	Annually: October 31	CO
A.33	I.1	Foreign Ownership, Control or Influence (FOCI)	Written notice to the CO of any changes in the extent and nature of Foreign Ownership, Control or Influence (FOCI) which would affect the answers to the questions presented in DEAR 952.204-73. Further, notice of changes in ownership or control which are required to be reported to the Securities and Exchange Commission, the Federal Trade Commission, or the Department of Justice shall also be furnished concurrently to the CO.	R A	As required	CO Security
A.34	I.12	Employee Disclosures	The Contractor shall transmit to the CO information obtained from employees regarding other employment services in accordance with DEAR 970.0371-8.	A	Annually	CO

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B. LEGAL						
B.4	I.38, 10 CFR 719.36	Legal Services Invoices	Information copies of subcontractor invoices for all legal services.	R	Monthly: On the first day of each month	Litigation Management Attorney
B.5	I.38	Risk Management & Liability Programs	Submit all Risk Management and Liability Insurance policies and plans and changes thereto for approval.	A	As required	CO Signed copy to OCC
C. INDUSTRIAL RELATIONS						
C.3	H.30, I.26 DOE O 350.3	Workforce Alignment Actions/Plan	Comply with requirements of the DOE-ID Restructuring Plan and DOE O 350.3, Chapter III "Reductions in Contractor Employment."	R	As needed	IR Office CO
C.4	H.14(c)(5), H.18 H.49(c)(2), H.49(d)(3)(A)(iii), H.49(d)(3)(B), DEAR 952.215-70, CCN 235484 (AS-IR&A-15-025)	Individual Salary Actions	(A) Submit Compensation Subject to the Executive Compensation CAP (OFPP Limitation) forms for the top executive and the next four (4) most highly compensated key personnel as defined in the contract, whether these employees are seconded or covered by the Compensation Increase Plan (CIP). (B) Submit for review and approval salary actions for the top Contractor official. Additionally, submit for review and approval all key personnel salary actions that are: (1) First time salary actions for a new contract; (2) First time salary actions for a new key personnel; or (3) All salary actions for key personnel not covered by the annual CIP.	R A	Initially and annually by January 20 Initially and as required	IR Office CO
C.5	H.18, H.49(c)(1)	Contractor Salary-Wage Increase Expenditure Report	Report for salary/wage expenditures.	R	Annually: March 1	IR Office
C.6a	H.49(e)(3)(A)	Benefits Value Study	Conduct a Benefits Value Study to assess the relative value of benefits in comparison to similarly situated companies with which the Contractor competes for talent.	R	Every two (2) years: September 30	IR Office CO MA-612
C.6b	H.49(e)(3)(B)	Benefits Cost Study	Review and finalize the annual Cost Study provided by MA-612 based on iBenefits Compensation and Benefits Report (CABR).	R	Annually	IR Office CO MA-612
C.7	H.14	Benefit Plan Approvals	Submit all benefit plans and changes thereto, to the CO for approval before implementing.	R	As required	IR Office CO MA-612

Item No.	Contract Reference	Title of Data Item	Data Item Description	DOE Action Note 1	Due Date And Frequency Note 2	Distribution and Notification Note 3
C.8	H.14, H.49(e), H.49(g), H.49(j)	Approval of all Retirement/ Pension Plans	Submit for approval all proposed retirement/pension plans and changes before implementation.	R	As required	IR Office CO GC-63 EM HCA (if EM Contractor impacted)
C.9	H.14(c)(3)(ix), H.49(i)(1)	Pension Plan Annual Actuarial Valuation Report	Provide an annual Actuarial Valuation report for each DOE reimbursed retirement/pension plan.	R	Annually: September 30	DOE-ID Manager CO IR Office – Five (5) copies of published document received from the actuary
C.13	H.14(d)(2), H.18	Report of Settlement	Provide the CO with a summary of settlement after each agreement on a new Collective Bargaining Agreement via official correspondence.	R	As required	IR Office
C.15a	H.49(c)(3)	Compensation & Benefits Report in iBenefits	An electronic report providing data on (a) number of exempt, nonexempt, bargaining unit, non-bargaining unit employees and retirees; (b) payroll costs by a variety of categories; (c) insurance costs; (d) benefits costs/plans; (e) compensation costs by hours of work by various categories; (f) workforce restructuring actions; (g) employee supplemental compensation.	R	Annually: March 1	IR Office
C.15b	H.14(c), H.18	Labor Relations Reports in iBenefits	Submit newly negotiated collective bargaining agreements, settlement information.	R	As revised	IR Office
C.15c	H.49(g)(6)	Pension Management Plan Annual Update in iBenefits	Submit an annual revision to the Pension Management Plan (PMP) that includes a discussion of the Contractor's plans for management and administration of all pension plans consistent with the terms of the contract.	R	Annually: January 31 or per DOE-HQ Guidance	FS&RMD
C.19	H.49(d)(3)	Compensation Increase Plan (CIP)	Annual request for approval of Salary Increase Funds (SIF) and variable pay funds.	A R	Annually: Approval of variable pay funds, base-building funds that exceed HQ guidance Review of base-building funds that are at or below HQ guidance	IR Office CO

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C.21	DOE O 350.3, Chapter 1, Labor Relations	Labor Relations Report	Monthly report of the status and supporting documentation of new and ongoing: (1) National Labor Relations Board (NLRB) charges; (2) Third step grievances; (3) Arbitrations; (4) Legal or judicial proceedings (related to labor relations matters); (5) Other significant labor relations issues	R	Monthly, or ASAP for NLRB charges or legal proceedings	IR Office GC-63
D. BUDGET and FINANCE						
D.9	DOE O 412.1A	Work Authorization	Work Authorization Documents.	A	Returned within two (2) weeks of receipt	Budget Team Lead
D.14	H.21(a)(1), I-48, DOE O 520.1B Chg 1, Accounting Handbook	DOE Monthly STARS Cost File	Provide Contractor Management and Reporting System (MARS) monthly cost reporting and file feed to DOE within the required DOE scheduled submittal timeframes. Electronic file saved to the HP. Provide required feeds to EFASC per the Standardized Accounting and Reporting System (STARS), upon STARS implementation.	R	Monthly: Noon 2nd Calendar workday	FS Team Lead STARS Accountant
D.15	H.21(a)(1), I.48, DOE O 520.1B Chg 1	Year End & Quarterly Financial Statements & Disclosure Information	Provide other reports as required per the COs annual schedule.	R	Annually: Per HQ CFO Guidance	FS Team Lead STARS Accountant
D.16	H.21(a)(4)	Stop Light Report	Provides summary cost and financial information.	R	Monthly: Fifteen (15) days after end of month, starting after the end of the first quarter	FS Team Lead
D.17	H.21(a)(4)	Indirect Cost Baseline	(a) Compiles and submits to DOE an annual execution year indirect cost baseline document that summarizes indirect costs by service/activity, including company level rates and billable rates for recoverable services, funded by their indirect rate structure. For purposes of indirect recovery the cost level B&RC or lower is the final cost objective.	R	(a) Annually: October 31	COR FS Team Lead

Item No.	Contract Reference	Title of Data Item	Data Item Description	DOE Action Note 1	Due Date And Frequency Note 2	Distribution and Notification Note 3
D.21	Section I, FAR 52.230-2, FAR 52-230-6	Cost Accounting Standards Disclosure Statement	Cost Accounting Standards (CAS) Disclosure Statement describes the Contractor's accounting practices that it will be using for contract performance per Cost Accounting Standards. Signed Certification Letter.	R	Initially and when Accounting Practices change/August 1 every year, if necessary	FS Team Lead CO (original)
D.24	H.21, I.43, DOE O 413.2B, FY02 Energy & Water Development Conference Report	LDRD Reporting	Annually record LDRD costs, scope, into the Department's LDRD database. Input data into the DOE HQ database via internet.	R	Annually	FS Team Lead
D.26	H.21, DOE O 520.1B Chg 1	International Transactions Report (A-65 Report)	Provide collection and disbursement information about transactions with other nations. Fiscal Year STARS Interim and Year End reporting requirements.	R	Per HQ Guidance submittal schedule	FS Team Lead STARS Accountant
D.27	DOE O 520.1B Chg 1	Detail submission into ABC Financials	Provide dollar value of Special Nuclear Materials reported in DOE ABC Financials. Fiscal Year STARS, Interim Fiscal Year STARS, Interim and Year End reporting requirements.	R	Per HQ Guidance at FY year end	FS Team Lead STARS Accountant
D.28	H.21, DOE O 520.1B Chg 1	Tracking of Technology Transfer Third-party Receipts Report	Provide financial information (sources and disbursements) for Tracking of Technology Transfer Third-party Receipts. Fiscal Year STARS Interim and Year End reporting requirements.	R	Per HQ Guidance submittal schedule	FS Team Lead STARS Accountant
D.31	H.21, DOE O 520.1B Chg 1	Report of Waiver of Claims for Improper Payments	Report improper payments and steps taken to prevent errors in future payments.	R	Annually: October 12	FS Team Lead STARS Accountant
D.33	H.21, I.43(e)	Report of Audit Recoveries	Report provides Contractor results of recovery audit programs, which identify payment errors and recovery of amounts overpaid.	A	Annually: July 25	FS Team Lead
D.34	H.21, DOE O 520.1B Chg 1	Report on Estimated Foreign Currency Collections & Expenditures	Report financial transactions made in foreign currency. Fiscal Year STARS Interim and Year End reporting requirements.	R	Per HQ Guidance submittal schedule	FS Team Lead STARS Accountant

Item No.	Contract Reference	Title of Data Item	Data Item Description	DOE Action Note 1	Due Date And Frequency Note 2	Distribution and Notification Note 3
D.35	H.21, DOE O 520.1B Chg 1	Report on Unfunded Foreign Currency Reservations Accounts	Report financial transactions made in foreign currency. Fiscal Year STARS Interim and Year End reporting requirements.	R	Per HQ Guidance submittal schedule	FS Team Lead STARS Accountant
D.37	H.21, I.10	Annual Management Representation Letter	Assertions made pertaining to the integrity of the financial information provided to HQ for the Consolidated DOE Financial Statements. Government Reform Act of 1994.	R	Per HQ Guidance submittal schedule	CO COR FS Team Lead DOE Manager
D.38	I.10, DOE O 413.1B	FMFIA Annual Assurance Memo	A report on the status of the Contractor's management controls for all programs and administrative functions including problems identified, progress made in correcting prior reportable problems, and make an assessment about the integrity of contractor financial systems.	R	Annually: 5th working day of August	FS&RMD AM/AS DOE-ID Manager (original certification)
D.39	I.42	Report of Status of Federal Funds Drawn from Treasury ASAP System	Report providing daily draws and account balance.	R	Monthly: 15th working day	FS Team Lead STARS Accountant
D.47	I.43, 31 USC 3513, Treasury Financial Manual	Treasury 224 Reporting Submittal to DOE	Treasury payment reconciliation requirements. Fiscal Year STARS Interim and Year End reporting requirements.	R	Monthly: 2nd working day including draft submission schedule	FS Team Lead STARS Accountant
E. PERSONAL and REAL PROPERTY						
E.5	I.55, 41 CFR 109-1.5110	Physical Inventories	Annual Contract Physical Inventory report – Include Stores Inventories and Capital Equipment Inventories as part of this item.	R	Annually: January 31	SSD Director
E.9	I.55, 41 CFR 109-1.5110	Precious Metals Forecast for Withdrawals & Returns	3-Year Forecast for Returns and Withdrawals of Precious Metals.	R	Annually: December 1	SSD Director

Item No.	Contract Reference	Title of Data Item	Data Item Description	DOE Action Note 1	Due Date And Frequency Note 2	Distribution and Notification Note 3
E.17	I.55, 41 CFR 109-38.5103	Vehicle Utilization Report	Reports Quarterly - Motor Equipment Utilization for all INL Fleet.	R	Annual: October 31	SSD Director HQ
E.30	I.55, I.56, DEAR 945.102, 41 CFR 102 39.75, 41 CFR 102 84.55, 41 CFR 102 75.1170	Annual Property Report	Notification of completion of the following items for the prior fiscal year: - Federal Automotive Statistical Tool System (FAST) - DOE HQ Property Information Database (PIDS) - Exchange Sale Report - Annual Real Property Disposal Report to GSA - McKinney Act Report to HQ - Real Property HUD Report, if applicable	N	Annually: December 31	DOE OPMO
F. ENVIRONMENTAL REQUIREMENTS						
F.5	H.32, 40 CFR 372	EPCRA 313 Report	(a) Annual EPCRA 313 report and associated facility-specific supporting documentation for BEA facilities certified by the Contractor. Contractor submits certified reports for BEA facilities to EPA. (b) Annual EPCRA 313 consolidated Form R reports for all INL Site and Town Facilities (if applicable) populated in EPA's TRIMEweb application ready for DOE to certify and submit to EPA by July 1. Note: The DOE approval process for CDRL F.5(b) includes a BEA briefing to DOE on or after June 22, but before July 1.	R A - 15 days A - 7 days C	Annually: June 1 to DOE July 1 to EPA Annually: June 22 to DOE	ESD Director ESD Director
F.10	DOE O 231.1B, Chg. 1	Annual Site Environmental Reporting	BEA has lead responsibility for the preparation and issuance of the Annual Site Environmental Report (ASER) under DOE-ID direction. The ASER must be prepared according to DOE Order 231.1B and the annual guidance issued by DOE Headquarters. Note: The DOE approval process for this CDRL includes a BEA briefing to DOE before October 1.	A-15 days N	Annually: Final Draft –September 1 to DOE Final Upload to Website October 1	ESD Director
F.12	DOE O 458.1, Chg. 4	Environmental Monitoring Technical Basis Document Update	Update the Environmental Monitoring Technical Basis Document (DOE-ID-11485) with updated content every five (5) years.	A	Update to The Technical Basis Document – Starting October 31, 2025, and every 5 years after	ESD Director

Item No.	Contract Reference	Title of Data Item	Data Item Description	DOE Action Note 1	Due Date And Frequency Note 2	Distribution and Notification Note 3
F.20	H.32, IDAPA 37.03.09	Fees for Construction of Ground Water Monitoring Wells	Fees for Construction of Ground Water Monitoring Wells. Contractor submits to regulators Jan 30.	N	Annually: January 30 to IDWR	ESD Director Idaho Department of Water Resources (IDWR)
F.23	H.32, INL Water Rights Agreement	Comprehensive Well Inventory & Annual Water Use Report	Submit the Comprehensive Well Inventory and the Annual Water Use Report (combined). Contractor submits to regulators June 28. Note: The DOE approval process for this CDRL includes a BEA briefing to DOE before June 28.	A	Annually: June 28 to IDWR	ESD Director IDWR
F.26	H.32, 40 CFR 61 Subpart H	Annual NESHAPS Radioactive Emission Report	Annual Site-Wide NESHAPS radioactive emission reporting certified by the Contractor. Note: The DOE approval process for this CDRL includes a BEA briefing before June 30.	A C	Annually: June 30 to EPA/DEQ	ESD Director EPA with CC to DEQ
F.28	H.32, IDAPA 58.01.01.223.05	Toxic Exemption Air Pollutant Report	Toxic Exemption Air Pollutant Report certified by the Contractor. Contractor submits to regulators by May 1. Note: The DOE approval process for this CDRL includes a BEA briefing before May 1.	A C	Annually: May 1 to DEQ	ESD Director DEQ
F.34	H.32, 40 CFR 61 145(a)(4)(iii)	Annual NESHAPS Asbestos Notification	Annual NESHAPS Asbestos Notification certified by the Contractor.	N	Annually: December 21 to the regulator	ESD Director EPA with CC to DEQ
F.35	H.32, 40 CFR 61 145(a)(4)(iii)	Annual NESHAPS Asbestos Reporting	Annual NESHAPS Asbestos Reporting certified by the Contractor..	N	Annually: January 31 to the regulator	ESD Director EPA with CC to DEQ
F.46	36 CFR 800 Programmatic Agreement with ACHP and SHPO	INL Cultural Resources Annual Report	Submit the INL cultural resources annual report and associated information in attachment, which documents CRMO activities in the prior fiscal year to DOE-ID by December 1. Annual Reports are submitted to Idaho SHPO and Shoshone-Bannock Tribes. Note: The DOE approval process for this CDRL includes a BEA briefing to DOE before December 1.	A	Annually: December 1 to DOE	ESD Director SHPO Shoshone-Bannock Tribes
F.47	Programmatic Agreement with ACHP and SHPO; DOE Policy 141.1	INL Cultural Resources Management Plan	Annual review and update the INL Cultural Resources Management Plan, as needed. Note: When BEA determines an update is needed, the DOE approval process for this CDRL includes a BEA briefing to DOE before March 1.	A	Annually: March 1 to DOE when needed	ESD Director

Item No.	Contract Reference	Title of Data Item	Data Item Description	DOE Action Note 1	Due Date And Frequency Note 2	Distribution and Notification Note 3
F.54	H.32, IDAPA 58.01.05 40 CFR 264 & 270	MFC RCRA Permit Condition I.U, Other Non-Compliance Reports	As needed, "Other Non-Compliance Report" DOE certification and BEA submits to DEQ. Report includes superior and equivalent changes. Non-compliances are to be reported semi-annually. If non-compliance occurs during January 1 – June 30, a report shall be issued by September 1 of that same year and if non-compliance occurs July 1 – December 31, a report shall be issued by March 1 of the following year. Note: The DOE approval process for this CDRL includes a BEA briefing before March 1 or September 1.	A C	As needed, when non-compliances are identified during the reporting period.	ESD Director DEQ
F.56	H.32, 40 CFR 264.75, IDAPA 58.01.05.008 and H.32 Title 39, Chapter 44, Section 11, (4, 5, and 6) of the Idaho Statutes	BEA data for the Idaho Hazardous Waste Generator Annual Report and INL RCRA Permit Condition II.J.3 Biennial Report and Certification of Waste Generator Activities (2)	Data provided for the Idaho Hazardous Waste Generator Annual Report and the 40 CFR 264.75 required Biennial report and certification are identical. BEA input for both reports is provided to DOE and the ICP Contractor for site wide consolidation. ICP Contractor submits the consolidated reports to DOE and DEQ. Note: The DOE approval process for this CDRL includes a BEA briefing to DOE before February 1.	A C	Annually: January 15 to DOE-ID	ESD Director DEQ ICP Contractor
F.64	H.33, 7 USC 2814, E 13112	Vegetation Management	Annual Noxious Weed and Revegetation Report	N	Annually: by December 1	ESD Director

Item No.	Contract Reference	Title of Data Item	Data Item Description	DOE Action Note 1	Due Date And Frequency Note 2	Distribution and Notification Note 3
F.68	H.33 50 CFR 21-23 IDAPA 13.01.09 IDAPA 13.01.10	Wildlife Management	(a) Reserved (b) CCA Annual Monitoring Report (c) Reserved (d) Reserved (e) Bat Protection Plan (f) Reserved (g) Wildlife permit Reports – BEA shall be responsible for the compilation of applicable information for inclusion in annual reports for IDFG Scientific Collection permit and U.S. Fish and Wildlife Service (USFWS) Migratory Bird Treaty Act permit and the IDFG and USFWS permits renewal applications Note: The DOE approval process for these CDRL deliverables includes a BEA briefing to DOE before the due dates listed for (b), (e), and (g).	 A A A	(a) Reserved (b) Final Report to DOE January 15 annually (c) Reserved (d) Reserved (e) Annual progress report and Bat Protection Plan update to DOE March 1 (f) Reserved (g) IDFG collections permit report and renewal to DOE by January 10 annually USFWS special purpose report by January 10 annually	ESD Director
F.70	H.32 IDAPA 58.01.01	INL Site PTC Report per PTC # P-2015-0023	Annually the 12-month total facility-wide criteria pollutants, individual and total HAP emissions, and changes to the List of Emission Units shall be reported to DEQ. The report is for the calendar year and is due on or before March 31 to DEQ. Note: The DOE approval process for this CDRL includes a BEA briefing to DOE before March 31.	A C	Annually: March 31 to DEQ	ESD Director DEQ
F.72	H.32 IDAPA 58.01.17	Annual Wastewater Reuse Permit Report for MFC	Annual Wastewater Reuse Permit Report for MFC certified by the Contractor to DOE. Contractor submits to regulators by March 1. Note: The DOE approval for this CDRL deliverable includes a BEA briefing to DOE before March 1.	A	Annually: March 1 to DEQ	ESD Director DEQ
F.73	H.32 IDAPA 58.01.17	Annual Wastewater Reuse Permit Report for ATR	Annual Wastewater Reuse Permit Report for ATR certified by the Contractor to DOE. Contractor submits to regulators by March 1. Note: The DOE approval for this CDRL deliverable includes a BEA briefing to DOE before March 1.	A	Annually: March 1 to DEQ	ESD Director DEQ

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F.75	H.32, 40 CFR 761.61 (c) 40 CFR 761.62 (c)	TSCA RBDA for the TRA-619 Pumphouse Five Year Report	Provide written report for DOE submittal to EPA in accordance with Condition 11 of the Risk Based Disposal Approval for the TRA-619 Pump house cement floor. DOE to submit report to EPA prior to August 9, 2028, and every five (5) years until building D&D.	R	To DOE on July 10, 2028, and every five (5) years until building D&D.	ESD Director
F.76	H.32 40 CFR 761.61(c) 40 CFR 761.62(c)	TSCA RBDA for the TRA-641 Five Year Report	Provide written report for DOE submittal to EPA in accordance with Condition 11 of the Risk Based Disposal Approval for the TRA-641 Canal.	R	Prior to June 10, 2018, and every five (5) years until building D&D To DOE thirty (30) working days prior to EPA deadline stated in RBDA	ESD Director

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F.77	Part III Section J Attachment P	Environmental Liabilities Register (ELR)	(a) Submit a proposed ELR to DOE-ID. Submittal will include definitions for the ELR categories. (b) Submit an updated draft ELR to DOE-ID for review. Costs will be updated with current fiscal year actuals through the May accounting month and estimated through June 30. Written content will be updated to be consistent with the updated cost information. DOE-ID will provide comments to the Contractor on the draft ELR by June 14. (c) Submit an updated final ELR with DOE-ID comments resolved. Costs will be updated with current fiscal year actuals through the June accounting month. Written content will be updated to be consistent with the updated cost information. Submit an updated final ELR for the end of the fiscal year. Costs will be updated with actuals through the September accounting month. Written content will be updated to be consistent with the updated cost information.	R R A A	(a) Submitted by June 30, 2018. One time submittal. (b) Submitted by May 31; annually beginning in 2019. (c) Submitted by June 30; annually beginning in 2019. Submitted by October 10; annually beginning in 2019.	DOE-ID IFM Director
F.79	J-M-1-A Section 3	EBR-II Driver Spent Nuclear Fuel Treatment Reporting	(d) BEA will provide information related to treatment of Sodium Bonded EBR-II Driver Fuel, annually to DOE-ID, in support of the November 2019 *Supplemental Agreement Concerning Conditional Waiver of Sections D.2.e and K.1 of 1995 Settlement Agreement*.	A	Annually: On or before January 30	IFM Director
F.80	J-M-1-B Section V	ATR Spent Nuclear Fuel Handling Reporting	BEA will provide information annually to DOE-ID in support of the February 2020 *Agreement Concerning Handling of Spent Nuclear Fuel Generated by the Advanced Test Reactor – Section V Terms and Conditions*.	A	Annually: On or before January 30	IFM Director
F.82	EO 13287 CCN 248087	Preserve America Report	Report Progress on implementing Section 3 of EO 13287 on the identification, protection, and use of Federal historical properties.	R – 15 days	Triennially: July 15 to DOE	ESD Director ACHP
G. SAFEGUARDS and SECURITY REQUIREMENTS						
G.5	DOE O 151.1C	Emergency Management Plan	Annually submit the updated INL Emergency Management Plan or documentation to support the annual review.	R - 21 days A - 7 days	Annually: September 30	Emergency Management Program Administrator
G.6	DOE O 151.1C	Emergency Readiness Assurance Plan	Submit Emergency Readiness Assurance Plan updates compliant with the governing directives annually.	R - 21 days A - 7 days	Annually: September 30	Emergency Management Program Administrator

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G.7	DOE O 151.1C	Hazards Survey/ Assessment Document	Submit Hazards Survey/Assessment Document updates compliant with the governing directives.	R - 21 days A - 7 days	As required	Emergency Management Program Administrator
H. OPERATIONS, SAFETY, HEALTH, and QUALITY ASSURANCE						
H.1	NE O 425.1	Startup Notification Reports (SNRs)	The SNRs shall include, at a minimum, the level of readiness activity and the proposed startup authority level.	R - 90 days	As needed	QSD Director DAM/Operations DOE-ID Director(s) for each facility or operational area
H.2	NE O 422.1	Conduct of Operations Conformance Documents	Conduct of Operations Matrix, which is a list of NE O 422.1 requirements, citing the specific INL documentation (e.g., procedure, manual) that implements each item, or providing justification for each item that is not implemented at INL Hazard Category 1, 2, and 3 nuclear facilities and any other non-nuclear facilities deemed applicable by DOE line management.	R	1. At inception 2. When changes in conditions require changes in documentation	SBAA
H.4b	NE O 433.1	Maintenance Management Program for DOE Nuclear Facilities	Maintenance Implementation Plan (MIP) that uses a graded approach to address Nuclear Facility Maintenance program requirements.	R	1. At inception 2. Review MIP prior to start-up of new hazard category 1, 2, or 3 nuclear facilities	SBAA
H.6	10 CFR 830 Subpart B	DSAs, TSRs, USQs	1. Submit new PDSAs, DSAs, TSRs. 2. Submit annual DSA updates, and TSR changes. 3. Submit summaries of USQ determinations. e. 4. Submit Procedure for the USQ Process.	R/A - 90 days	As needed	AM/OS AM/RD QSD Director
H.9	48 CFR 970.5223-1	Integrated Safety Management	a. Triennial update of ISMS Program Description Document PDD-1004. (Unless substantive interim changes are needed)	R A	April 30 Triennial, (or based on currently approved revision date)	OSD Director

Item No.	Contract Reference	Title of Data Item	Data Item Description	DOE Action Note 1	Due Date And Frequency Note 2	Distribution and Notification Note 3
H.27	DOE O 414.1D, Admin Chg. 1, 10 CFR 830 Subpart A	Quality Assurance Program	a. This QAP shall integrate the performance expectations of the QA Rule and Order with a consensus standard for quality assurance. The standard selected should suit the products and services of the organization (e.g., ASME NQA-1) and its customers.	A - 90 days	Annually	NE-ID Manager QSD Director AM/LO AM/OS AM/RD
H.33	NE O 420.1	Fire Protection Program	Submit Fire Protection Program to DOE for approval.	R, A - 60 days	As needed	NE-ID Manager DM/NE DM/OS CO COE FP Engineer
I. PROGRAMS						
I.5	DOE O 430.1B, CERCLA	INL Comprehensive Land Use and Facility Stewardship Report	Documents long-term land use plan and planning maps for facility areas, must include Record of Decision data.	A	Every 3rd year (post-2024) on September 30, or as required	NE-HQ EM-HQ DOE-ID
I.10	Idaho Power Contract with NE ID	Annual Energy Usage Forecast to Idaho Power	Forecast energy usage for the next 12 months.	R	Annually: April 15	NE ID Idaho Power-1
I.14	Interagency Agreement # DE-A107-89ID12865 MOU Between Dept. of Army and DOE	Operating Reports	Provide a monthly report, including Engineering Projects Status, in accordance with the reference document.	R	Monthly: 10th or next business day	DOE SMC Division Director Team Lead DOE CFO SMC Program Analyst
I.15	Interagency Agreement # DE-A107-89ID12865 MOU Between Dept. of Army and DOE	Five Year Funding Profile	Submit projected budgets across SMC Program business tasks for current year and next 5 fiscal years in accordance to reference document.	R A	Semi-Annually: 1st Qtr. (12/31) and 3rd Qtr. (6/30), or as required	SMC Division Director
I.25	SMC Program Management Plan	Working Group Meeting	Provide information in accordance with the reference document.	R	Semi-Annually: 1st Qtr. (12/31) and 3rd Qtr. (6/30), or as required	DOE SMC Division Director

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I.26	SMC Program Management Plan	Engineering Projects Five Year Plan	Provide Engineering Projects Five-Year Plan in accordance with the reference document.	R	Annually: By July 31	DOE SMC Program Office
I.29	DOE O 413.2B, Admin Chg. 1	LDRD Annual Report	Detailed annual report of LDRD expenditures and Technical projects & accomplishments.	R	Annually: By March 31	CO Chief Scientist
I.31	DOE Policy Manual, Secretary of Energy Guidance; Annual Instructional Planning Instructions I.30, DOE O 413.2B, Chg. 1, DOE O 430.1C	Annual Laboratory Plan	Annual Laboratory Plan defines INL's long-range vision mission, the S&T Conducted on behalf of DOE, labs core capabilities to address DOE priorities, plan that reflects DOE's view of future of INL, updated Ten Year Site Plan, and statistical information (e.g., number of facility users, full-time equivalent employees).	A	Annually: Draft by May 27, subject to DOE Annual Laboratory Planning guidance	DOE Manager CO CFAO Chief Scientist Tech Transfer IP Counsel
I.40	I.30	Technology Transfer Records	Report on INL's technology transfer activities.	A	Annually	CO Tech Transfer IP Counsel
I.43	I.30(h)(2)	Spend Plan	Lay out plan for use of royalty income	A	Annually: January 15	CO
I.44	I.30(h)(2)	Expenditure Report	Reporting of how royalty income was spent in the FY	R	Annually: December 15	CO
I.45	I.30(k)	DOE-OTT (TTWG)	Annual report to DOE-OTT on licensing, CRADA, SPP, UFA, STEM as agreed upon with TTWG	A	Date varies depending on when call is released. They have always been due before March 1.	CO