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# CLASSIFICATION RECORD

Authorized classifiers **MUST COMPLETE THIS FORM** for each classification or declassification review performed. Enter only the number of characters required in each space.

<b>TO:</b>  DIVISION OF FACILITIES AND SECURITY INFORMATION SECURITY BRANCH		<b>1. FROM: AUTHORIZED CLASSIFIER'S NAME (Type or print)</b>			<b>2. AUTHORIZED CLASSIFIER'S NUMBER</b>				<b>3. FORM COMPLETION DATE</b> MONTH DAY YEAR																																																													
<b>4. DOCUMENT TITLE (Unclassified)</b>					<b>5. DATE OF DOCUMENT</b> MONTH DAY YEAR			<b>11. DECLASSIFICATION INSTRUCTIONS</b>																																																														
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## INSTRUCTIONS FOR COMPLETING NRC FORM 790

- Items 1-3 Self-Explanatory
- Item 4 Insert Unclassified Document Title: Begin the title in the first block. Insert one letter or number in each block. Leave a block blank to indicate a space. Abbreviations are acceptable.
- Item 5 Insert the date the document was originated or signed.
- Item 6 Self-Explanatory.
- Item 7 Indicate whether you are classifying or declassifying the document.
- Item 8 Self-Explanatory.
- Item 9 Insert the appropriate letter designator a-g (see Executive Order 12958, Section 1.5).
- Items 10-11 Self-Explanatory.
- Item 12 If the source document is marked, "Declassify on OADR," insert the date of that document.
- Item 13 Insert the date on which the document should be declassified or reviewed for classification extension.
- Item 14 Self-Explanatory.
- Item 15 Self-Explanatory.
- Item 16 Self-Explanatory.