



## 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).
- Item 10 Self-Explanatory.
- Items 10-11 If the source document is marked, "Declassify on OADR," insert the date of that document.
- Item 12 Insert the date on which the document should be declassified or reviewed for classification extension.
- Item 13 Self-Explanatory.
- Item 14 Self-Explanatory.
- Item 15 Self-Explanatory.
- Item 16 Self-Explanatory.