



**Initial Request Form for New Content/Configuration, Rev. 1 2/10/2020**

Responsible Program Office: \_\_\_\_\_

Contractor POC: \_\_\_\_\_

Funding Source: \_\_\_\_\_

Content Definition:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated Shipping Campaign (time period and number of shipments): \_\_\_\_\_

Estimated Certificate Need Date: \_\_\_\_\_

Justification/ Mission Need for Shipment:

\_\_\_\_\_  
\_\_\_\_\_

Packaging Needed (if known): \_\_\_\_\_

Other Important Notes:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This form should be submitted as an attachment to a formal, signed memorandum from the Responsible Program Office. The memorandum should be addressed to the NNSA Packaging Program Manager and the Office Director of the NNSA Office of Packaging and Transportation. The memorandum and attachment should be sent to [NNSA.PnT@nnsa.doe.gov](mailto:NNSA.PnT@nnsa.doe.gov).