

CWC SCHEDULE 1 DECLARATION OR REPORT	FACILITY OR TRADING COMPANY NAME: U.S. FACILITY OR TRADING COMPANY CODE (once assigned):
FORM 1-1 SCHEDULE 1 FACILITY OR TRADING COMPANY IDENTIFICATION	
Submit this form for each declared Schedule 1 facility, undeclared Schedule 1 facility, or trading company. You must submit this form for each type of declaration or report (initial, past activities, anticipated activities, exports and imports, and amended).	
1-1.1	Owner: Telephone Number: _____ Fax Number: _____
1-1.2	Operator: Telephone Number: _____ Fax Number: _____
1-1.3	Building Name or Structure Number: _____
1-1.4	Street Address: _____ City: _____ State: _____ Zip Code: _____
1-1.5	Provide the geographic coordinates of the center of the facility (see Supplement No. 1). a. Latitude (Deg/Min/Sec/N): _____ b. Longitude (Deg/Min/Sec/W): _____
1-1.6	For the Initial Declaration (declared facilities only) check the appropriate box and provide the required information as an attachment to Form A. <input type="checkbox"/> Detailed Technical Description of Facility <input type="checkbox"/> Changes to the Detailed Technical Description
Designation of Inspection Point of Contact (I-POC) for inspection notifications involving this plant site. NOTE: The Department of Commerce must be able to reach the I-POCs at all hours through the telephone numbers provided below.	
1-1.7.1	Name of I-POC: _____ I-POC's Primary Telephone Number: _____ ext. _____ I-POC's Alternate Telephone Number: _____ ext. _____ I-POC's Fax Number: _____
1-1.7.2	Name of Alternate I-POC (Optional): _____ I-POC's Primary Telephone Number: _____ ext. _____ I-POC's Alternate Telephone Number: _____ ext. _____ I-POC's Fax Number: _____

FORM 1-1 Schedule 1 Facility or Trading Company Identification

Declaration and reporting requirements are set forth in Part 712 of the CWC Regulations (15 CFR 712).

Submit this form for each declared Schedule 1 facility, undeclared Schedule 1 facility, or trading company. Declared Schedule 1 facilities must submit this form for each type of declaration (initial, past activities, anticipated activities, and amended) and complete questions 1-1.1 through 1-1.7 as appropriate. Undeclared Schedule 1 facilities and trading companies must complete questions 1-1.1 through 1-1.4 to satisfy their annual export and import reporting requirements.

Submit Form A to identify any additional information (e.g., site diagrams, maps, drawings, chemical structural formulas) you submit with your completed forms package.

For the INITIAL DECLARATION, submit the Certification Form, this Form 1-1, and Form A. You must also provide and attach to Form A a technical description of your facility or its relevant parts. On Form 1-1, you must complete questions 1-1.1 through 1-1.7.

For the ANNUAL DECLARATION ON PAST ACTIVITIES, submit the Certification Form, Form 1-1, Forms 1-2, 1-2A, 1-2B, 1-3, and Form A, as appropriate. Note that Form 1-3 (exports and imports) is to be submitted as part of your declaration if you are a declared facility. On Form 1-1, you must complete questions 1-1.1 through 1-1.5, and 1-1.7.

For the ANNUAL REPORT ON EXPORTS AND IMPORTS, submit the Certification Form, Form 1-1, and Form 1-3. On Form 1-1, you must complete questions 1-1.1 through 1-1.4.

For the ANNUAL DECLARATION ON ANTICIPATED ACTIVITIES, submit the Certification Form, Form 1-1, and Form 1-4. On Form 1-1, you must complete questions 1-1.1 through 1-1.5, and 1-1.7.

For amended declarations or reports, submit the Certification Form, Form 1-1, and the applicable form(s) being amended. If you are changing the technical description of your facility previously submitted with your Initial Declaration, you must complete 1-1.6 as well as all other questions on this Form 1-1.

All submitters should assign a unique name to the facility or

trading company, and record this name in the appropriate box in the upper right-hand corner of Form 1-1. The Department of Commerce will provide each submitter with a unique code. This code, hereafter referred to as a "U.S. Facility or Trading Company Code," will be the primary means of identifying a facility after the Initial Declaration or the first Report on Exports and Imports is submitted and the Department of Commerce assigns a code. The submitter should use this code on all future declarations or reports.

Questions 1-1.1 through 1-1.4: Provide the name and telephone and fax numbers of the owner and the operator or the occupant or the agent in charge of the facility or the trading company. Provide the Building Name or Structure Number of the facility or the trading company and the address. **DO NOT PROVIDE A POST OFFICE BOX.**

Question 1-1.5: Provide the latitude and longitude for the center of the facility using the following formats (see Supplement No. 1 for guidelines on determining geographic coordinates):

Latitude: 00(degree)/00(minutes)/00(seconds)/N
Longitude: 000(degree)/00(minutes)/00(seconds)/W

NOTE: If your geographic coordinates do not represent the center of the facility, you must clearly explain in your detailed technical description the location of your coordinates (e.g., Room 2 in Building 7). You should name this section of your detailed technical description "Geographic Coordinates."

Question 1-1.6: Check the appropriate box to indicate if you are providing a detailed technical description of your facility or its relevant parts as part of your Initial Declaration, or changes to the technical description previously submitted. For the Initial Declaration, you must submit a current detailed technical description of your facility or its relevant parts, including: (1) narrative statement; (2) detailed diagrams of the declared area(s); and (3) inventory of equipment in the declared area. Attach this information to Form A.

Questions 1-1.7.1 & 1-1.7.2: Designate an Inspection Point of Contact (I-POC) and provide telephone and fax numbers so the U.S. Government may notify you of inspections of your plant site. You may also designate an Alternate I-POC. The U.S. Government must be able to contact the I-POCs on a 24 hour basis.