

Instructions for Reduced Cigarette Ignition Propensity Certification Submittal

In order to gain compliance with the Reduced Ignition Propensity Act, herein after the Act, manufacturers wishing to sell or offer for sale cigarettes in Nebraska must complete the following actions:

- 1) A completed copy of the required spreadsheet must be electronically submitted to the State Fire Marshal's Office at regina.shields@nebraska.gov. The spreadsheet can be found at https://sfm.nebraska.gov/sites/sfm.nebraska.gov/files/doc/RCIP_Spreadsheet.xls.
- 2) An electronic copy of the certification attesting to the cigarette testing results must be submitted to regina.shields@nebraska.gov. The written certification must state that each cigarette listed in the certification has been tested in accordance with and meets the performance standard set forth in §69-503. A detailed listing of these requirements can be found at <http://www.nebraskalegislature.gov/laws/statutes.php?statute=69-503>
- 3) A fee of \$1,000.00 per brand family must be submitted. The preferred submittal method is an Electronic Fund Transfer (EFT). For instructions and banking information, contact the Nebraska State Treasurer's Office at nst.tmstaff@nebraska.gov. If this method is not feasible a check may be sent to the State Fire Marshal's Office. The check should be accompanied by documentation listing the name of the manufacturer and the brand families covered under the fee.

The address for this submittal is:

Nebraska State Fire Marshal
Attn: RCIP ACT/Regina Shields
246 S. 14th St.
Lincoln, NE 68508

- 4) The email submission must also contain contact information such as a name, address, and email/phone number where the certification document from the State Fire Marshal may be emailed. In the body of the email message, please indicate if the payment is being submitted electronically by the EFT process or if it is being sent in by a check.