



Middlebury

Middlebury College
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March 5, 2009

Director
Office of Federal and State Materials
And Environmental Management Programs
Attention: Angela R. McIntosh, Mail Stop T8-E24
U.S. Nuclear Regulatory Commission
Washington, D.C. 20555

Dear Ms. McIntosh:

Please accept this correspondence in response to a Demand for Information request from the U.S. Nuclear Regulatory Commission dated January 16, 2009, relating to tritium exit signs owned by Middlebury College. The specific information requested and answers are provided below.

A. “Explain how you ensure compliance with the NRC requirements applying to the possession, transfer, and disposal of tritium exit signs you have acquired. Identify and provide contact information for the individual you have appointed who is responsible for ensuring the day to day compliance with these requirements.” Middlebury College completes routine inventories of all tritium exit signs located in campus facilities. These inventories include physical verification of each exit sign by location as compared to inventory records. Transfer of signs to different locations on campus is managed through our work order control system, and includes revisions to inventory location records. The individual responsible for ensuring day to day compliance with these requirements is:

Michael Moser
Middlebury College
Assistant Director – Facilities Services
84 South Service Road
Middlebury, VT 05753



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- B. "State the number of tritium exit signs you currently possess and the number of signs that, according to your records, should be in your possession." Middlebury College currently possesses 1397 tritium exit signs, as confirmed by a February 2009 campus inventory. Inventory records document 1383 signs in our possession.
- C. "Explain the reasons for any discrepancy between the number of tritium exit signs you currently possess and the number of signs that should be in your possession." Reasons for this discrepancy include 28 signs located during inventory that were not previously logged into inventory and 14 signs that were not located when compared to current inventory records. We have determined that 11 of these signs were removed from service during a 2002 renovation project in which physical building space was removed from service, but our inventory records were not updated. The remaining 3 signs are missing from dormitories.
- D. "Describe any actions you have taken, or plan to take, to locate tritium exit signs that should be, but are not, in your possession." We have posted a bulletin in our campus recycling and waste management center in an attempt to reclaim these missing signs. In addition, we have alerted our Custodial and Building Maintenance Staff to look for these signs when inspecting student rooms.
- E. "Describe any actions you have taken, or plan to take, to prevent future losses of tritium exit signs." Prevention of future losses of tritium exit signs include our annual inventory process, and additional communication to campus students, faculty and staff regarding the regulatory compliance requirements related to tritium exit signs.

I have personally examined and am familiar with the information submitted in this document, and certify (based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information) that the information submitted is true, accurate and complete to the best of my knowledge and belief.

Sincerely,

A handwritten signature in black ink, appearing to read "Norman Cushman".

Norman Cushman
Director of Facilities Services