

Torre Taylor

From: Jenny Goodman [Jenny.Goodman@dep.state.nj.us]
Sent: Friday, February 06, 2009 9:43 AM
To: Torre Taylor
Cc: Patricia Gardner; Dennis Sollenberger
Subject: RE: Agreement State
Attachments: Introduction 4.7.1.doc; Pre-licensing and Respons.doc; NJ Rad Resp Title page.doc; 4.6.3.1 Organization Charts.doc; Introduction 4.6.3.doc; Introduction 4.6.1.doc; 4.6.1.2 Staffing Plan.doc

Torre,
We added a sentence about reactive inspections in the Introduction to 4.7.1 and the pre-licensing and response protocol section. Also attached is a revised title page for the Rad Response Protocol. The organizational chart has been changed to reflect our current staffing. Section 4.6.3 has been revised to indicate the last vacancy will be filled by April 2009, and that Inspection Accompaniments are with both NRC and qualified State Inspectors at NRC and State licensed facilities (Jack Tway went with a State Inspector to a State broad scope licensee). The Introduction to 4.6.1 was revised to reflect the current staffing percentages. And finally, the staffing plan was revised.
Let us know if you need anything else.
Jenny

>>> Torre Taylor <Torre.Taylor@nrc.gov> 2/5/2009 5:11 PM >>>
thanks! I'll get this all together tomorrow and we'll be moving along.

-----Original Message-----

From: Jenny Goodman [mailto:Jenny.Goodman@dep.state.nj.us]
Sent: Thursday, February 05, 2009 5:08 PM
To: Dennis Sollenberger; Torre Taylor
Cc: Patricia Gardner
Subject: Agreement State

Here are the updated versions of the material we discussed. I will send you the revisions to the title page of the NJ Protocol (Event and Allegations section) and a paragraph for how we decide what kind of response we do tomorrow.

M/90

4.7.1 Procedures for Responding to Events and Allegations

The response to a materials event will be as per the procedures that are included in the State's "Radioactive Materials and Radiological Assessment Team" manual. This document includes the necessary steps that will be taken to respond to, assess and mitigate any material event that occurs within the State. Reach-back capabilities to Federal agencies are included for events that exceed the capabilities of the State. If the event occurred due to the actions of a licensee, staff and management will decide if a reactive inspection is warranted. Steps the licensee took to minimize the likelihood of a recurrence will be reviewed during this followup inspection. If a generic problem that could affect multiple licensees is discovered, information related to the particular issue will be made available to potentially impacted licensees. A list of radiological instrumentation is included as Attachment 8 to SOP RR-101.

The Bureau of Environmental Radiation maintains access to the services of the New Jersey Department of Health and Senior Services' (DHSS) Environmental and Chemical Laboratory Services (ECLS) for any radioanalytical services it may need as part of incident response efforts. Included is a parameter and method list for radioactive materials. Also included is the current price list for the specified methods.

As part of its response capabilities, the Bureau of Environmental Radiation also maintains procedures to issue United States Department of Transportation (DOT) exemptions for previously unrecognized radioactive material so it will be in compliance with DOT requirements.

The Bureau of Environmental Radiation, in conjunction with the New Jersey State Police and the New Jersey Office of Counter-Terrorism, utilizes the "New Jersey Radiological Response Protocol" as a template for the use of radiation detection and isotope identification equipment to classify radioactive substances and ascertain their legitimacy. **Because of the sensitive nature of this document, and its classification For Official Use Only, it is not for distribution to any other party.**

New Jersey's Department of Environmental Protection's Radiation Protection and Release Prevention Element maintains an agreement with the Conference of Radiation Control Program Directors (CRCPD) to be a member of the National Orphan Radioactive Material Disposition Program, allowing the Bureau of Environmental Radiation to assist an individual or firm in the disposition of unwanted sources.

Allegations of improper activities will be investigated in a timely manner. If the allegation is confirmed, appropriate action will be taken to address the situation. Severe infractions can be discussed with, and potentially referred to, the State Office of the Attorney General, if so warranted.

Included in Section 4.7.1 are:

Radioactive Materials Radiological Assessment Team Manual

- SOP RR-101 Notification, Initial Response and Mobilization
- SOP RR-102 On-Scene Radiological Response
- SOP RR-103 Radiological Assessment and Protective Action Guidance

New Jersey Department of Health & Senior Services Radioanalytical Services Laboratory overview

- NJDHSS price list

SOP 7.01 Procedure for Issuance of US DOT Exemptions

Attachment 1 - U.S.D.O.T. Exemption E-10656 (Contaminated Metal or Recycling Material)

Attachment 2 - U.S.D.O.T. Exemption E-11406 (Contaminated Trash or Refuse Material)

Attachment 3 - Procedures for Notifications Made By Waste Facilities That Involve Trash Contaminated With Radioactive Material

SOP 7.02 Management of Allegations

SOP 7.03 Instrument Calibration and Quality Assurance Program

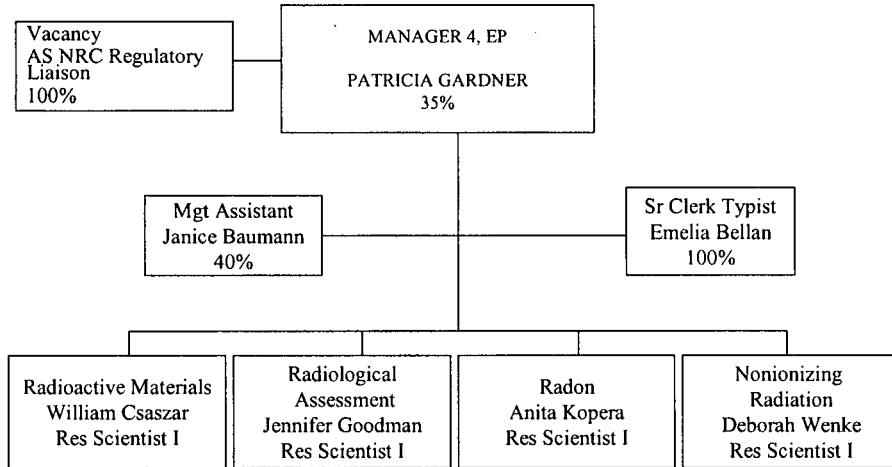
Introduction to CRCPD National Radioactive Material Disposition Program materials

- CRCPD National Radioactive Material Disposition Program

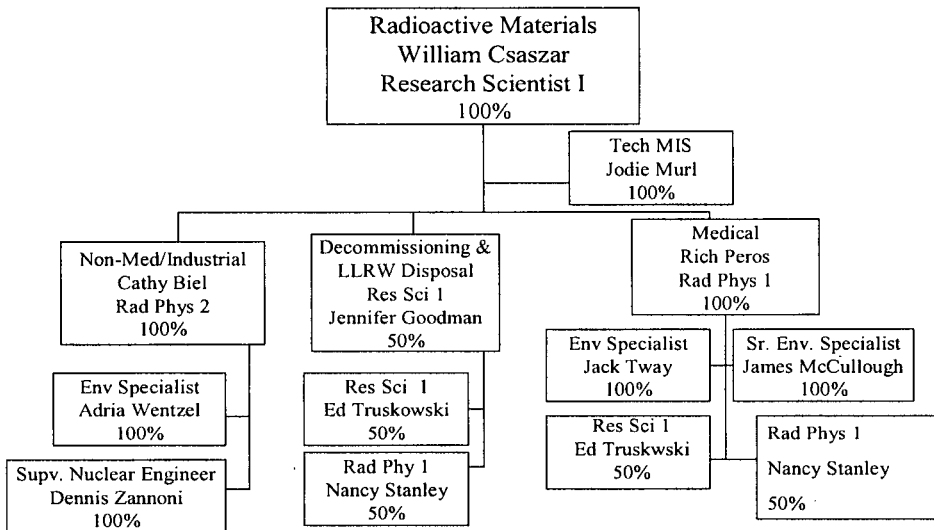
Inspection Procedure 92702 Followup on Enforcement Actions

4.6.3.1 Organization Charts

NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION
 ENVIRONMENTAL REGULATION
 DIVISION OF ENVIRONMENTAL SAFETY & HEALTH
 RADIATION PROTECTION & RELEASE PREVENTION ELEMENT
 BUREAU OF ENVIRONMENTAL RADIATION



Proposed Agreement State Staffing and Organization



4.6.1.2 Staffing Plan

The Radioactive Materials Section will be divided into three areas; Medical, Industrial/Non-medical and Decommissioning. An overview of the three areas is provided below.

Bureau of Environmental Radiation

<p>Radioactive Materials Section Supervisor - Bill Csaszar Jodie Murl –Administrative</p> <p>Increased Controls Rich Peros – Medical James McCullough Jack Tway Cathy Biel – Non-Medical/Industrial Adria Wentzel Dennis Zannoni</p>	<p>Radiological Assessment Section Supervisor - Jenny Goodman Emelia Bellan – Administrative Decommissioning</p> <p>Nancy Stanley General Licenses Medical Offices</p> <p>Ed Truskowski Medical Offices Water Treatment Facilities</p>
<p>Licensing and Inspection</p>	<p>Licensing and Inspection</p>
<p>Medical</p>	<p>Water Treatment Facilities</p>
<p>Academic</p>	<p>Increased Controls</p>
<p>Research & Development</p>	<p>Decontamination and Decommissioning</p>
<p>Manufacturing & Distribution</p>	<p>General Licenses</p>
<p>Irradiators</p>	<p>Reciprocity</p>
<p>Industrial Radiography</p>	<p>Lead Paint Analyzer</p>
<p>Well Logging</p>	<p>Subset of Medical – Dr.’s Offices</p>
<p>Measuring Gauges Portable & Fixed</p>	
<p>Veterinary</p>	
<p>Pharmaceutical</p>	
<p>Enforcement</p>	<p>Enforcement</p>
<p>Medical</p>	<p>Water Treatment Facilities</p>
<p>Academic</p>	<p>Increased Controls</p>
<p>Research & Development</p>	<p>Decontamination and Decommissioning</p>
<p>Manufacturing & Distribution</p>	<p>General Licenses</p>
<p>Irradiators</p>	<p>Reciprocity</p>
<p>Industrial Radiography</p>	<p>Lead Paint Analyzer</p>
<p>Well Logging</p>	<p>Subset of Medical – Dr.’s Offices</p>
<p>Measuring Gauges Portable & Fixed</p>	
<p>Veterinary</p>	
<p>Pharmaceutical</p>	

Event & Allegation	Event & Allegation
Medical	Water Treatment Facilities
Academic	Increased Controls
Research & Development	Decontamination and Decommissioning
Manufacturing & Distribution	General Licenses
Irradiators	Reciprocity
Industrial Radiography	Lead Paint Analyzer
Well Logging	Subset of Medical – Dr.'s Offices
Measuring Gauges Portable & Fixed	
Veterinary	
Pharmaceutical	
RAMRAT Lead	RAMRAT Member
Regulations Lead	Regulations Support
NJEMS Lead	NJEMS
DOT EXEMPTIONS	DOT EXEMPTIONS

Radioactive Materials Section

License Category	Number of Licenses	Priority
Medical	409	
Broad Scope, HRD Afterloader	30	1
Mobile Nuclear Medicine Service, Mobile Therapy	11	2
Hospitals QMP required, Physician QMP required	64	3
Hospitals QMP not-required Physician QMP not-required	304	5
Inspections/year	120	
Amendments/year	400	
Renewals/year	40	
New Licenses/year	10	
Non-Medical/Industrial		
Academic	5	3
Research & Development	52	2
Manufacturing & Distribution	12	3
Irradiators	12	3
Industrial Radiography	5	1
Well Logging	0	5
Pharmaceutical	7	1
Measuring Gauges (Portable & Fixed)	78	5
Veterinary	6	5
Inspections/year	70	
Amendments/year	100	
Renewals/year	10	
New Licenses/year	5	

Radiological Assessment Section

License Category	Number of Licenses	Priority
Water Treatment Facilities	35	
Increased Controls	35	1
Decontamination and Decommissioning	25	
General Licenses	500	
Reciprocity	50	
Lead Paint Analyzers	83	
Inspections/year	45	
Amendments/year	10	
Renewals/year	5	
New Licenses/year	5	

Radiation Response Protocol

Included in the Application is the NJ Department of Environmental Protection State's "Radioactive Materials and Radiological Assessment Team" manual. This document includes the necessary steps that will be taken to respond to, assess and mitigate any material event that occurs within the State. If the event occurred due to the actions of a licensee, staff and management will decide if a reactive inspection is warranted. Steps the licensee took to minimize the likelihood of a recurrence will be reviewed during this followup inspection. Reach-back capabilities to Federal agencies are included for events that exceed the capabilities of the State. The Bureau of Environmental Radiation, in conjunction with the New Jersey State Police and the New Jersey Office of Counter-Terrorism, also utilizes the "New Jersey Radiological Response Protocol" as a template for the use of radiation detection and isotope identification equipment to classify radioactive substances and ascertain their legitimacy. **Because of the sensitive nature of this document, and its classification For Official Use Only, it is not for distribution to any other party it is not included in the Application.** Included in the Application is a streamlined version of the protocol that outlines the roles and responsibilities for each response organization, contact information and on-scene response.

Pre-licensing Guidance

Pre-licensing guidance and the Risk-Significant Radioactive Material (RSRM) guidance are an essential component of a licensing program. The objective of RSRM guidance is to identify those licenses that require additional security requirements that are currently in Security Orders and Increased Controls. The RMS will be following the pre-licensing guidance provide in the NRC Agreement State letter dated September 22, 2008 – Requesting Implementation of the Checklist to Provide a Basis for Confidence That Radioactive Material Will be Used as Specified On a License and the Checklist for Risk-Significant Radioactive Material (RCPD-08-020).

4.6.3 Current Technical Staff Qualifications

Program staff qualifications cover both routine functions and emergency response cases. The distribution of staff qualifications matches the distribution of licenses transferred under the Agreement. Staff resumes which show the educational level, experience and specialty training are provided along with individual qualification journals. For staff members that have not completed required training, a training plan is submitted. In addition to the resumes and training, documentation of licensing actions and inspection accompaniments for new staff with senior staff members, both NJ and NRC, are provided in this section.

The Bureau of Environmental Radiation has conducted an analysis of the expected workload, and established an appropriate staffing plan which is included in Section 4.6.1 of the application. Included in this section is the organization of the Agreement State program. It is organized into medical, non-medical/industrial, and decommissioning areas. Staff will be responsible for both licensing and inspection responsibilities in the respective areas. The BER is expected to fill the one remaining vacancy by April 2009. All of the positions required for licensing and inspection of radioactive materials users are filled and the staff are well underway in meeting the training requirements. The remaining vacancy will be responsible for handling regulatory issues. This staff member will be required to complete courses and training journals as appropriate.

Included in Section 4.6.3 are:

- 4.6.3.1 Organizational Chart with percentage of time spent on Agreement State program
- 4.6.3.2 Training Needs by Section
- 4.6.3.3 Training Matrix
- 4.6.3.4 Overview of each staff member
- 4.6.3.5 Individual Resumes and Training Journals

Appendix A: OFFICIAL USE ONLY

Inspection Accompaniments – BER staff are documenting accompaniments with both NRC Inspectors as well as qualified state inspectors. Both are included in the journals.

Past 2 years of Inspections

License Amendments performed

New Jersey Radiological Response Protocol

(Abbreviated due to sensitive nature)

4.6.1 Technical Staff Organization

The Bureau of Environmental Radiation has conducted an analysis of the expected workload, and established an appropriate staffing plan. Included in this section are the number, distribution and types of radioactive materials licenses, organization charts and breakdown of the Radioactive Materials and Radiological Assessment Sections. The sections are organized into medical and non-medical/industrial and decommissioning areas. Staff will be responsible for both licensing and inspection responsibilities in the respective areas. There will be 13.25 FTE assigned to the Agreement State Program.

There are approximately 500 NRC specific licenses in New Jersey. The RMS conducts a licensing and inspection program for 504 NARM users. When the NRC and state licenses are combined it is estimated that there will be approximately 700 specific licenses in New Jersey. In addition, there are over 400 general license registrations.

New Jersey's Agreement State staffing plan allocates a total of 13.25 FTE for the agreement state materials program. Twelve staff members, including the RMS supervisor and two administrative support personnel will devote 100% of their time to Agreement State Program activities. An additional three staff members will provide 1.25 FTE towards agreement state program activities.

The BER Bureau Chief plans on spending 35% of her time to the agreement state program, including management review of certain actions, personnel responsibilities, rule development and other management duties. The RMS Supervisor plans to devote 100% of his time to the agreement state program, including management review of licensing and inspection actions, personnel responsibilities, rule development, accompaniment of inspectors for annual management review, general supervision and other management duties. The RMS Supervisor will provide the day-to-day supervision of the agreement state program.

Included in Section 4.6.1 are:

- Staffing Analysis
- Staffing Plan
- Example Job Specification
- Example Performance Evaluations