Erickson, Randy

From: Aubrey Godwin [agodwin@azrra.gov]
Sent: Tuesday, January 25, 2011 10:19 AM
To: Erickson, Randy
Subject: Try this one. Also sent by fax
Attachments: Improvementplan2010E.doc

Performance Improvement Plan and Progress Report
January 21, 2011
Arizona Radiation Regulatory Agency

Recommendations	Task	Milestones	Assigned to	Anticipated Completion Date	Status	Actual Completion Date
1. The review team recommends that the State review and update, if appropriate, the Agency's staffing and budget plan to ensure Program needs are met and to maintain long-term stability of the program.	A. Ensure adequate resources are available to the Agency to protect the public health, safety and security.	1. Develop and submit Agency Budget for FY2012 and 2013.	Agency Business Manager and Director	9/1/2010	Completed	8/31/2010
		2. Support and defend in Legislative Budget Committees	Agency Business Manager and Director.	5/15/2011	In development. Proposal submitted to Governor Budget Office, 8/31/2010..	Dates set after General Election in November 2010.
2. he review team recommends that an Agency manager accompany each inspector, at least annually, to ensure quality and consistency in the inspection program.	A. Management accompanies each inspector on at least one inspection per individual every 6 months.	1. Report of each accompaniment placed in respective inspector training file.	RAM Program Manager and Director.	11/30/2010	Four of four completed, 1 scheduled by 1/10/2011, for last 6 months of 2010.	1/21/2011
3. The review team recommends that the State implement the pre-licensing checklist and guidance for all licensing actions to provide assurance that radioactive material will be used as specified on the license.	A. Develop and update as necessary a pre-licensing checklist compatible with the NRC guidance for assuring the radioactive material will be utilized in accordance with license.	1. The pre-licensing checklist was developed and implemented by 4/1/2008.	Kern	4/1/2008 Updated 8/22/2008	In use. Corrected interpretation of new "person," 4/1/2010	4/1/2010

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4. The review team recommends that the State review its radioactive materials licenses regarding requirements for financial assurance, and either obtain financial assurance for licenses that are authorized to possess the applicable quantities, or revise the license conditions to ensure clear quantity limits that will not require provision of financial assurance.	A. Review selected licenses with a potential for financial concerns.	1. 50% by 10/15/2010	Kern	12/31/2010	Complete	1/3/2011
	B. Issue letters to licensees to determine who will need amendments.	.1. Letters issued to identified licensees by 1/15/2011.	Kern	1/15/2011	Complete	1/14/2011
	C. Prevent future problems of not reviewing requests adequately	1. Add item to check lists for the review of each amendment or new application request to assure proper licensing actions are taken	Kern	2/15/2011		