

**Western Michigan University**

**John Center, Radiation Safety Officer**

**License Number 21-03336-10**

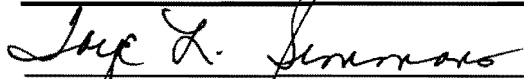
**I have reviewed your application for license renewal and request additional information as discussed below:**

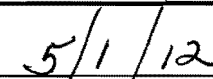
1.
  - a. Describe the facilities and equipment to be made available at each location where radioactive material will be used and stored. Include a description of the area(s) assigned for the receipt, storage, security, preparation and measurement of radioactive materials.
  - b. Please submitted diagrams showing the locations of use and storage, the proximity of radiation sources to unrestricted areas, and other items related to radiation safety. Diagrams should be drawn to a specified scale, or dimensions should be indicated. For facilities where it is anticipated that more than one laboratory or room may be used, a generic laboratory or room diagram may be submitted.
2. Please provide procedures for safe use of radioactive material, including security of materials, and emergencies. If you want the option to make changes in the procedures, submit a statement that "Procedures may be revised only if 1) the changes are reviewed and approved by the licensee management and the RSO in writing; 2) the licensee staff is provided training in the revised procedures prior to implementation; 3) the changes are in compliance with the NRC regulations and the license; and 4) the changes do not degrade the effectiveness of the program".

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Please provide your response in writing with a **signed and dated cover letter**. Please email your response to me within 10 days of the date of this request. If you are unable to email a "pdf" response, you may fax your response to me at 630-515-1078. If you have any questions feel free to contact me at 630-829-9842.

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Toye L. Simmons

  
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Date