



CONVERSATION RECORD

11/27/2013

NAME OF PERSON(S) CONTACTED OR IN CONTACT WITH YOU Mario A. Trevino, Manager		DATE OF CONTACT 11/27/2013	TYPE OF CONVERSATION <input type="checkbox"/> E-MAIL <input checked="" type="checkbox"/> TELEPHONE <input type="checkbox"/> INCOMING <input checked="" type="checkbox"/> OUTGOING
E-MAIL ADDRESS mario.trevino@cityoffortwayne.org		TELEPHONE NUMBER (260) 427-1172	

ORGANIZATION Manager City of Fort Wayne	DOCKET NUMBER(S) 030-29002
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LICENSE NUMBER(S) 13-16526-02	CONTROL NUMBER(S) 582403
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SUBJECT
Request for Additional Information

SUMMARY

In your request, you have indicated that your RSO has left the company. Please note that you will not be able to change and name your RSO internally; NRC must do that for you via the amendment process. We will need additional information to complete our review of the proposed RSO.

- Please provide the course outlines for the training courses completed by your proposed RSO (Kyle Geise). If the training course did not include hands on training, please provide the training documentation of the hands on training for each individual. Each proposed RSO must be qualified in accordance with the guidance in NUREG 1556, Vol. 4 Section 8.7, Item 7: Individual(s) Responsible for Radiation Safety Program and Their Training and Experience.
- Please provide written, signed (by both senior management and the proposed RSO) and a currently dated statement that stipulates your proposed RSO and Assistant RSO accept their position and understands the duties and responsibilities associated with the position. A sample Delegation of Authority memo is attached to this document in Attachment 1.

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ACTION REQUIRED (IF ANY)

Please submit your response by December 18, 2013, and reference it to my attention as "additional information to control number 582403" to facilitate proper handling in our office. Your response must be currently dated and signed by a senior management representative. If you have any questions or require clarification of any of the information stated above, please do not hesitate to contact me at 630-829-9607

In accordance with 10 CFR 2.390 of the NRC's "Rules of Practice," a copy of this letter and its enclosure will be available electronically for public inspection in the NRC Public Document Room or from the NRC's Agencywide Documents Access and Management System (ADAMS), accessible from the NRC Web site at <http://www.nrc.gov/reading-rm/adams.html>.

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NAME OF PERSON DOCUMENTING CONVERSATION
Jennifer L. Bishop

SIGNATURE

