

Junod, Rebecca

From: Haass, Steve (DelDOT) <steve.haass@state.de.us>
Sent: Monday, February 03, 2014 1:38 PM
To: Lodhi, Sattar; Fekry, Hany (DelDOT)
Subject: NRC Review

Good afternoon Sattar, it was very nice meeting with you last Wednesday 1/29/14. I learned a lot a lot from our brief encounter and will hopefully be able to put this information to use moving forward. I sat down with Chrissy (Minner) Edwards and Hany (which is my supervisor) this morning and discussed some of the questions you had concerning our program.

This is what I learned from the questions I asked:

DelDOT did not have the Appendix H in any of the packets for transport in our vans during the inspection.

We were using Emergency Response Sheets we had made ourselves, I have now made copies of Appendix H and they accompany our DOT sheets provided in each Van.

Question was asked about semi Annual inventory records?

Moving forward we will be doing Semi Annual Leak Test, this will provide us an addition leak test along with the ability to have Semi Annual inventory records on file.

DelDOT was asked to provide Annual Audit Records

Speaking with Chrissy, she had in the past never been asked to provide this type of file. Moving forward I will be creating a checklist that someone will use to review that The RSO is keeping up with all that needs to be done. We do keep all of our records by individual, gauge or by date. I will send you this spreadsheet in the upcoming weeks that shows our progress towards coming up with an Annual Audit reporting system.

What is DelDOT going to with the spare gauges not being used for extended periods of Time. (3450's)

We are going to talk to North East technical about getting rid of these units (3450) and the possibility of upgrading older units to newer ones and downsizing out current supply of gauges.

Once again thank you for the chance to meet and speak to you about our program, if you feel I have left anything out from our conversation please feel free to let me know.

Sincerely,

Steve Haass
Independent Assurance Supervisor
Del DOT Materials and Research
302-760-2387