



April 6, 2015

ATTN: Document Control Desk
Director, Division of Spent Fuel Management
Office of Nuclear Material Safety and Safeguards

Subject: Docket 71-0102

Dear Sir,

On 12/23/2014 Source Production and Equipment Co., Inc. (SPEC) discovered that we had failed to provide prior notification to NRC of an import of Category 1 radioactive material 7 days prior to shipment per the requirements of 10 CFR 20.2207 and 10 CFR 110.50(c). When that failure was identified, SPEC immediately notified the NRC Operations Center of the details of the inbound shipment in accordance with 10 CFR 110.50(c)(3), and initiated CPAR00079. This incident did not involve a transport package or a Type B package certificate.

The purpose of this report is to document the corrective and preventative actions taken since the initial report. There was an immediate investigation launched to determine the extent of the problem. During that investigation, we found that there were no other instances where SPEC had failed to make the required advance notification. In order to prevent this problem in the future, SPEC has decided to create a Work Instruction which will document all of the steps and processes required to effectively plan and track import shipments of Appendix P quantities of radioactive material.

Should you need any additional information regarding this event, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Kelley Richardt".

Kelley Richardt
Regulatory and Quality Manager

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