

CONVERSATION RECORD (continued)

R. Phillips

SUMMARY AND ACTION REQUIRED - ADDITIONAL INFORMATION NEEDED (Continued from page 1):

- 2.2. Documentation of your training & experience, in accordance with criteria outlined in NUREG 1556 Vol. 4. If the VEGA course certificate is used, please provide a copy of the course outline together with a supplemental description of your hands-on and practical training and experience using fixed nuclear gauges.
3. Concerning authorized materials for gauges to be used and/or possessed in NRC jurisdiction, please list the overall maximum total possession limit for cesium-137 in millicuries.
4. Please expand and/or clarify Radiation Safety Program Operating and Emergency Procedure item, in accordance with responses suggested in NUREG 1556, Vol. 4. Please confirm statement as noted below (if the gauge meets at least one of the safety conditions outlined in the discussion section of Section 8.10.6 of the guidance), or provide alternative procedures. Any alternative response should clearly specify steps the licensee will take to assure radioactive materials are used, stored, and handled in accordance with the U.S. NRC's requirements.

“Operating and emergency procedures will be developed, implemented, maintained, and distributed, and will meet the Criteria in the section entitled ‘Radiation Safety Program - Operating and Emergency Procedures’ in NUREG - 1556, Vol. 4, ‘Consolidated Guidance about Materials Licenses: Program-Specific Guidance about Fixed Gauge Licenses,’ dated October 1998.”

Typical Duties and Responsibilities of the Radiation Safety Officer

The RSO's duties and responsibilities include ensuring radiological safety and compliance with both NRC regulations and the conditions of the license. (See Figure 8.2.) Typically, the RSO's duties and responsibilities include ensuring the following:

- Activities involving licensed material that the RSO considers unsafe are stopped
- Radiation exposures are ALARA
- Development, maintenance, distribution, and implementation of up-to-date operating and emergency procedures
- Individuals that use fixed gauges are properly trained
- Possession, installation, relocation, use, storage, routine maintenance and non-routine operations of fixed gauges are consistent with the limitations in the license, the SSD Registration Certificate(s), manufacturer's or distributor's recommendations and instructions
- Safety consequences of non-routine operations are analyzed before conducting any such activities that have not been previously analyzed
- Non-routine operations are performed by the manufacturer, distributor or person specifically authorized by the NRC or an Agreement State
- Prospective evaluations are performed demonstrating that unmonitored individuals are not likely to receive, in one year, a radiation dose in excess of 10% of the allowable limits or personnel monitoring devices are provided
- Personnel monitoring devices, if required, are used and exchanged at the proper intervals, and records of the results of such monitoring are maintained
- Documentation is maintained to demonstrate, by measurement or calculation, that the TEDE to the individual member of the public likely to receive the highest dose from the licensed operation does not exceed the annual limit in 10 CFR 20.1301
- Fixed gauges are properly secured
- Notification of proper authorities of incidents such as damage to or malfunction of fixed gauges, fire, loss, or theft
- Investigation of unusual occurrences involving the fixed gauge (e.g., malfunctions or damage), identification of cause(s), implement of appropriate and timely corrective action(s)
- Radiation safety program audits are performed at intervals not to exceed 12 months and development, implement, and documentation of timely corrective actions
- When the licensee identifies violations of regulations or license conditions or program weaknesses, corrective actions are developed, implemented, and documented
- Licensed material is transported according to all applicable DOT requirements

- Licensed material is disposed of properly
- Appropriate records are maintained
- An up-to-date license is maintained and amendment and renewal requests are submitted in a timely manner
- Posting of documents required by 10 CFR 19.11 (Parts 19 and 20, license documents, operating procedures, NRC Form 3 "Notice to Employees"), and 10 CFR 21.6 (Part 21, Section 206 of Energy Reorganization Act of 1974, procedures adopted pursuant to Part 21) or posting a notice indicating where these documents can be examined

Please provide a current, signed MOU/DOA document. You may use the sample, below, taken from the draft NUREG 1556, Vol. 4, rev. 1, volume (available at the NRC website), or create a **Model Delegation of Authority to RSO** custom document specific to your organization.

Memo To: Radiation Safety Officer
From: Chief Executive Officer
Subject: Delegation of Authority

You, _____, have been appointed radiation safety officer and are responsible for ensuring the safe use of radiation. You are responsible for managing the Radiation Protection Program, identifying radiation protection problems, initiating, recommending, or providing corrective actions, verifying implementation of corrective actions, stopping unsafe activities, and ensuring compliance with regulations. You are hereby delegated the authority necessary to meet those responsibilities, including prohibiting the use of byproduct material by employees who do not meet the necessary requirements and shutting down operations, when justified, to maintain radiation safety. You are required to notify management if staff does not cooperate and does not address radiation safety issues. In addition, you are free to raise issues with the U.S. Nuclear Regulatory Commission at any time. It is estimated that you will spend _____ hours per week conducting radiation protection activities.

Signature of Management Representative

Date

I accept the above responsibilities,

Signature of Radiation Safety Officer

Date

cc: Affected department heads

Criteria for Acceptable Training for Authorized Users and Radiation Safety Officers

Course Content RSO training documentation should demonstrate completion of a course that meets the following criteria:

Classroom training may be in the form of lecture, videotape, or self-study emphasizing practical subjects important to safe use of the gauge:

Radiation Safety:

- Radiation vs. contamination
- Internal vs. external exposure
- Biological effects of radiation
- Types and relative hazards of radioactive material possessed
- ALARA concept
- Use of time, distance, and shielding to minimize exposure
- Location of sealed source within the gauge

Regulatory Requirements:

- Applicable regulations
- License conditions, amendments, renewals
- Locations of use and storage of radioactive materials
- Material control and accountability
- Annual audit of radiation safety program
- Transfer and disposal
- Recordkeeping
- Prior events involving fixed gauges
- Handling incidents
- Recognizing and ensuring that radiation warning signs are visible and legible
- Licensing and inspection by regulatory agency
- Need for complete and accurate information

- Employee protection
- Deliberate misconduct

Practical Explanation of the Theory and Operation for Each Gauge Possessed by the Licensee:

- Operating and emergency procedures
- Routine vs. non-Routine maintenance
- Lock-out procedures

On-the-job training must be done under the supervision of an AU or RSO:

- Supervised Hands-on Experience Performing: **Please provide proposed RSO's hands-on experience performing activities identified at left. Include the following details with your response:**
 - Operating procedures - Date(s) of supervised on-the-job experience
 - Test runs of emergency procedures - Name of supervising AU or RSO
 - Routine maintenance - Location of experience, if other than with Licensee
 - Lock-out procedures

Training Assessment Please describe how management has assessed proposed RSO's training (i.e. written or oral examination or by observation), sufficient to ensure that she is qualified as noted below.

Management will ensure that proposed AUs are qualified to work independently with each type of gauge with which they may work. Management will ensure that proposed RSO's are qualified to work independently with and are knowledgeable of the radiation safety aspects of all types of gauges to be possessed by the applicant. This may be demonstrated by written or oral examination or by observation.

Course Instructor Qualifications

Instructor should have: **Please provide the name(s) of the course instructor(s). Include confirmation that, at a minimum the instructor(s) meet(s) the qualifications identified below.**

- Bachelor's degree in a physical or life science or engineering
- Successful completion of a fixed gauge manufacturer's or distributor's course for users (or equivalent)
- Successful completion of an 8 hour radiation safety course; and
- 8 hours hands-on experience with fixed gauges

OR

- Successful completion of a fixed gauge manufacturer's or distributor's course for users (or equivalent)
- Successful completion of 40 hour radiation safety course; and
- 30 hours of hands-on experience with fixed gauges.

OR

- The applicant may submit a description of alternative training and experience for the course instructor.

Note: Additional training is required for those applicants intending to perform non-routine operations such as installation, initial radiation survey, repair, and maintenance of components related to the radiological safety of the gauge, gauge relocation, replacement, and disposal of sealed sources, alignment, or removal of a gauge from service. See Appendix N - "Non-Routine Operations."

Forster, Sara

From: Forster, Sara
Sent: Sunday, July 12, 2015 7:54 AM
To: robert.phillips@crystal-clean.com
Subject: Additional Information Request for Heritage-Crystal Clean, LLC, CN 587159
Attachments: 03120.587159.New License telecon signed.pdf

Dear Mr. Phillips:

See the attached file for additional information needed to complete our review of your June 8, 2015 new license application. Note that the attached conversation record requests a response on or before August 10, 2015, as discussed during our phone conversation. Additional guidance may be found in NUREG 1556, Vol. 4, "Program Program-Specific Guidance About Fixed Gauge Licenses," which may be found at:

<http://www.nrc.gov/reading-rm/doc-collections/nuregs/staff/sr1556/v4/>.

Submission of your response as a pdf file attached to an email or via facsimile will allow for the quickest processing. Do not hesitate to call me with any questions you may have, or if you will need additional time to complete your response. In addition, please note that a pre-licensing site visit is required to complete the review. Based on current scheduling, it may be possible for us to complete this visit on the afternoon of Thursday, July 15, 2015. Would you be available for a 1.5 to 2 hour site visit on that afternoon? If so, please call me at the number below or at my cell phone number (312) 952-0580, to let me know your availability. I will also try to call later this week to follow up on this request.

Sincerely,

Sara A. Forster, Health Physicist Licensing Reviewer

U.S. Nuclear Regulatory Commission - Region III

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