



UNITED STATES  
**NUCLEAR REGULATORY COMMISSION**

REGION III  
2443 WARRENVILLE ROAD, SUITE 210  
LISLE, ILLINOIS 60532-4352

**TELEFAX TRANSMITTAL**

DATE 03/31/2016

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SEND TO Mohammed Al-Shatel, City Engineer, City of Muskegon, NRC License  
21-16304-01

LOCATION Muskegon, Michigan

FAX NUMBER (231) 727-6904

VERIFY BY CALLING

FROM: Bill Reichhold  
(Sender)

TELEPHONE NUMBER (630) 829-9839

FAX NUMBER (630) 515-1078

If you do not receive the complete fax transmittal, please contact the sender as  
soon as possible at the telephone number provided above.

MESSAGE See accompanying documents.

**NOTICE**

This message is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential, or exempt from disclosure under applicable law. If the reader of this message is not the intended recipient or the employee responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you received this communication in error, please notify the sender immediately by telephone and return the original to the above address, by U.S. Mail. Thank You.

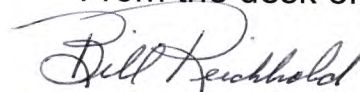
The following additional information is needed to complete the review of your request to change the Radiation Safety Officer.

1. Please submit a "Delegation of Authority" for the Radiation Safety Officer for Edward J. Aho. Please see attached Model "Delegation of Authority for the Radiation Safety Officer".
2. The "Nuclear Gauge Safety Certification" for portable gauge users dated February 9, 2016, was signed by the student, Edward Alto, rather than your Radiation Safety Officer, Bryan Heath. Edward Alto was not the Radiation Safety Officer, so the training certificate is invalid. Please resubmit the "Nuclear Gauge Safety Certification" for portable gauge users dated February 9, 2016, and have it signed by the Radiation Safety Officer Bryan Heath.
3. The Employer Certification for the "Hazmat Certification" training dated February 9, 2016, was also signed by Edward Alto as the Radiation Safety Officer, however, Edward Alto has not been authorized as the Radiation Safety Officer. Bryan Heath was the Radiation Safety Officer rather than Edward Alto. Please resubmit the "Hazmat Certification" training certificate dated February 9, 2016, signed by the Radiation Safety Officer, Bryan Heath.
4. The Hazmat Employer Certification for the Hazmat Certification dated March 22, 2016, was also signed by Edward Alto as the "company official". It appears that Edward Alto was the student for this course, however, it is unknown if Edward Alto is the "company official" for the City of Muskegon. Please resubmit the Hazmat Employer Certification for the Hazmat Certification dated March 22, 2016, signed by the "company official" for the City of Muskegon. Past correspondence to the NRC has been signed by Bryan Heath, Radiation Safety Officer, or Mohammed Al-Shatel, City Engineer, City of Muskegon as the "company official".

Please send a facsimile (630-515-1078) of your response to the above within 7 days and state, Response to Control 590453. Please include a cover letter on company letterhead, dated and signed (signed by an individual who is authorized to sign official documents on behalf of the licensee) with your response letter. Please call me at 630-829-9839 if you have any questions.

*In accordance with 10 CFR 2.390 of the NRC's "Rules of Practice," a copy of this facsimile and the attached documents will be available electronically for public inspection in the NRC Public Document Room or from the Publicly Available Records (PARS) component of NRC's document system (ADAMS). The NRC's document system is accessible from the NRC Web site at <http://www.nrc.gov/reading-rm/adams.html> (the Public Electronic Reading Room).*

From the desk of:



Bill Reichhold



Please submit a "Delegation of Authority" for the Radiation Safety Officer (see model "Delegation of Authority").

Please have the Chief Executive Officer (or designee) and the Radiation Safety Officer sign the "Delegation of Authority" document.

**Model Delegation of Authority to RSO**

Memo To: Radiation Safety Officer  
From: Chief Executive Officer (or designee)  
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

**Please Sign & Date**

I accept the above responsibilities,

\_\_\_\_\_  
Signature of Radiation Safety Officer

\_\_\_\_\_  
Date

**Please Sign & Date**

**cc: Affected department heads**