

**Hill, Carol**

---

**From:** Simmons, Michelle  
**Sent:** Tuesday, April 19, 2016 8:14 AM  
**To:** Hill, Carol  
**Subject:** FW: RSO for HollyFrontier Cheyene Refining LLC  
**Attachments:** RSO Amendment 04182016.pdf

**PUBLIC**  
 Immediate Release  
 Normal Release

**NON-PUBLIC**  
 A.3 Sensitive-Security Related  
 A.7 Sensitive Internal  
 Other: \_\_\_\_\_

Carol,

Please set this up as an amendment request. Thank you.

Reviewer: MSK Date: 4/22/16

---

**From:** Garrison, Tamara C. [mailto:Tamara.Garrison@HollyFrontier.com]  
**Sent:** Monday, April 18, 2016 5:20 PM  
**To:** Simmons, Michelle <Michelle.Simmons@nrc.gov>  
**Cc:** Hollis, Steve <Steven.Hollis@HollyFrontier.com>; Brown, James <James.Brown@HollyFrontier.com>; Ingraham, Bill <William.Ingraham@HollyFrontier.com>  
**Subject:** [External\_Sender] RSO for HollyFrontier Cheyene Refining LLC

Michelle:

In follow-up to our telephone conversation, please find attached the letter re-assigning Radiation Safety Officers (Primary/Alternate) for HollyFrontier Cheyenne Refining LLC. If you have any questions, please do not hesitate to contact me.

**Tamara Garrison**  
Safety Representative III  
HollyFrontier LLC  
300 Morrie Ave  
Cheyenne, WY 82007  
Mobile: 307-996-6370  
Office: 307-771-8877  
[tamara.garrison@HollyFrontier.com](mailto:tamara.garrison@HollyFrontier.com)

**CONFIDENTIALITY NOTICE:** This e-mail, and any attachments, may contain information that is privileged and confidential. If you received this message in error, please advise the sender immediately by reply e-mail and do not retain any paper or electronic copies of this message or any attachments. Unless expressly stated, nothing contained in this message should be construed as a digital or electronic signature or a commitment to a binding agreement.



April 14, 2016

(via email – Michelle.Simmons@nrc.gov)

Ms. Michelle Simmons  
US NRC  
1600 East Lamar Blvd.  
Arlington, TX 76011

RE: HFC Cheyenne Refining LLC - Change of RSO

Dear Ms. Simmons:

I authorize Tamara Garrison (Primary) and James Brown (Alternate) to act as Radiation Safety Officers on behalf of HollyFrontier Cheyenne Refining LLC. Certifications for both T. Garrison and J. Brown are attached for your reference. All future questions and correspondence should be directed to Tamara Garrison.

If you have any questions regarding this request, please feel free to contact me at 307-771-8925 or Tamara Garrison at 307-996-6370.

Sincerely,

Steve Hollis

Manager Occupational Safety

Attachment

cc: File

T. Garrison

J. Brown

**HollyFrontier Cheyenne Refining LLC**  
300 Morrie Ave. • Cheyenne, WY 82007  
(307) 634-3551 • <http://www.hollyfrontier.com>

590680

# *Certificate of Completion*

*This is to certify that*

*Tamara Garrison*

*Has successfully completed  
Radiation Safety Training  
New Orleans, LA  
November 4-6, 2014*

  
ENGELHARDT & ASSOCIATES, INC.

  
Joshua Walkowicz, CHP

**J KIRK**  
Consulting LLC

  
Jeff Kirk, CHMM CSP  
DOT Trainer

  
ENGELHARDT & ASSOCIATES, INC.

  
Susan J. Engelhardt, MS  
President, CEO


# *Certificate of Completion*

*This is to certify that*


*James Brown, Jr.*

*Has successfully completed  
Radiation Safety Training  
New Orleans, LA  
November 4-6, 2014*


  
ENGELHARDT & ASSOCIATES, INC.

  
Joshua Walkowicz, CHP

**J KIRK**  
Consulting LLC

  
Jeff Kirk, CHMM CSP  
DOT Trainer

  
ENGELHARDT & ASSOCIATES, INC.

  
Susan J. Engelhardt, MS  
President, CEO



CAROL HILL - WBL - PROGRAM ADMI, RTS - CLERK

[DISCLAIMER](#) | [CBT](#) | [USER GUIDE](#) | [HELP](#) | [LOGOUT](#)

[HOME](#)   [LICENSE](#)   [STIMS](#)   [RECIPROCITY](#)   [SS&D](#)   [INSPECTION](#)   [IMPORT / EXPORT](#)   [REPORTS](#)   [ADMIN](#)

[Generate Batch Letters](#)  
[Generate Mailing Labels](#)

Search Criteria

License Number : 49-26892-01

Docket Number :

Mail Control Number :

Agency : NRC

Active Licenses : No

Licensee :

[Back to Criteria](#)

[Click here to view search results in a report](#)

Found 16 records matching your search criteria.

Show Contact Data    Show Fee Data

Mail ControlNo	License Number	Amd. Number	Docket Number	Status	Licensee	Contact Name	Contact Phone	
461586	49-26892-01	0	3030129	Inactive	FRONTIER REFINING, INC.	PAT NICHOLS	307-634-3551	PAT
462369	49-26892-01	0	3030129	Inactive	FRONTIER REFINING, INC.	PAT NICHOLS	307-634-3551	PAT
462627	49-26892-01	0	3030129	Inactive	FRONTIER REFINING, INC.	PAT NICHOLS	307-634-3551	PAT
463354	49-26892-01	0	3030129	Inactive	FRONTIER REFINING, INC.	PAT NICHOLS	307-634-3551	PAT
463436	49-26892-01	0	3030129	Inactive	FRONTIER REFINING, INC.	PAT NICHOLS	307-634-3551	PAT
464371	49-26892-01	0	3030129	Inactive	FRONTIER REFINING, INC.	PAT NICHOLS	307-634-3551	PAT
466848	49-26892-01	0	3030129	Inactive	FRONTIER REFINING, INC.	PAT NICHOLS	307-634-3551	PAT
467123	49-26892-01	0	3030129	Inactive	FRONTIER REFINING, INC.	PAT NICHOLS	307-634-3551	PAT
469479	49-26892-01	0	3030129	Inactive	FRONTIER REFINING, INC.	PAT NICHOLS	307-634-3551	PAT
472630	49-26892-01	8	3030129	Inactive	FRONTIER REFINING, INC.	ALEK PRETTYMAN	307-634-3551	ALEI
573553	49-26892-01	9	3030129	Inactive	FRONTIER REFINING, INC.	ALEK PRETTYMAN	307-771-8739	ALEI
575326	49-26892-01	10	3030129	Inactive	FRONTIER REFINING, LLC	ALEK PRETTYMAN	307-771-8739	ALEI
581121	49-26892-01	11	3030129	Active	Frontier Refining LLC	William Ingraham	307-771-8823	Willie
584007	49-26892-01		3030129	Voided	HollyFrontier	William Ingraham	307-771-8823	Willie
589854	49-26892-01		3030129	Pending Amendment	Frontier Refining LLC	William Ingraham	307-771-8823	Willie
590680	49-26892-01		3030129	Pending Amendment	Frontier Refining LLC	William Ingraham	307-771-8823	Willie

[Back to Top](#)



DATE

04/20/2016

NAME AND ADDRESS OF APPLICANT AND/OR LICENSEE

Jeff Chance, Safety Manager  
Frontier Refining LLC  
300 Morrie Avenue  
Cheyenne, WY 82007

LICENSE NUMBER

49-26892-01

MAIL CONTROL NUMBER

590680

LICENSING AND/OR TECHNICAL REVIEWER

CH

This is to acknowledge the receipt of your:

LETTER and/or  APPLICATION      DATED: 04/18/2016

The initial processing, which included an administrative review, has been performed.

AMENDMENT     TERMINATION     NEW LICENSE     RENEWAL

- There were no administrative omissions identified during our initial review.
- This is to acknowledge receipt of your application for renewal of the material(s) license identified above. Your application is deemed timely filed, and accordingly, the license will not expire until final action has been taken by this office.
- Your application for a new NRC license did not include your taxpayer identification number. Please fill out NRC Form 531, located at the following link:

<http://www.nrc.gov/reading-rm/doc-collections/forms/nrc531.pdf>

Send the completed NRC Form 531, by facsimile, to the following number: (301) 415-5387

A copy of your action has been emailed to our License Fee and Accounts Receivable Branch, in our Headquarters office in Rockville, MD. You will be contacted separately if there is a fee issue involved.

Your application has been assigned the above listed **MAIL CONTROL NUMBER**. When calling to inquire about this action, please refer to this control number. Your application has been forwarded to a technical reviewer. Please note that the technical review, which is normally completed within 180 days for a renewal application (90 days for all other requests), may identify additional omissions or require additional information. If you have any questions concerning the processing of your application, our contact information is listed below:

Region IV  
U. S. Nuclear Regulatory Commission  
DNMS/NMSB - B  
1600 E. Lamar Boulevard  
Arlington, TX 76011-4511  
(817) 200-1140

✓ 4/20

BETWEEN:

Accounts Receivable/Payable  
and  
Regional Licensing Branches

[ FOR ARPB USE ]  
INFORMATION FROM WBL

Program Code: 03120  
Status Code: Pending Amendment  
Fee Category: 3P  
Exp. Date:  
Fee Comments:  
Decom Fin Assur Req: N

## License Fee Worksheet - License Fee Transmittal

### A. REGION

#### 1. APPLICATION ATTACHED

Applicant/Licensee: Frontier Refining LLC  
Received Date: 04/19/2016  
Docket Number: 3030129  
Mail Control Number: 590680  
License Number: 49-26892-01  
Action Type: Amendment

#### 2. FEE ATTACHED

Amount: \_\_\_\_\_

Check No.: \_\_\_\_\_

#### 3. COMMENTS

Signed: \_\_\_\_\_

*Carol D. Heise*

Date: \_\_\_\_\_

4/20/16

### B. LICENSE FEE MANAGEMENT BRANCH (Check when milestone 03 is entered / / )

1. Fee Category and Amount: \_\_\_\_\_

#### 2. Correct Fee Paid. Application may be processed for:

Amendment: \_\_\_\_\_

Renewal: \_\_\_\_\_

License: \_\_\_\_\_

3. OTHER \_\_\_\_\_

\_\_\_\_\_

Signed: \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_