



**ej**

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June 17, 2016

Vered Shaffer  
U.S. Nuclear Regulatory Commission, Region III  
Division of Nuclear Materials Safety  
Materials Licensing Branch

Dear Mr. Shaffer,

This letter serves as authorization for Scott Shepherd to assume the duties of Radiation Safety Officer for EJ.

He is authorized to work on the fixed gauges and to direct work activities involving the gauges. He has been involved with the leak testing of the gauges and has performed visual inspections of the gauges. He is familiar with the operation of the gauges, which are used as material level detectors in our metal melting operations. He is familiar with the emergency procedures related to the gauges, including the lockout procedures and all limitations on work that can be performed on the equipment as specified in our license.

Thank you,

Pier Bollini  
Safety Systems Manager

**Delegation of Authority:**

Memo To: Radiation Safety Officer  
From: Safety Systems Manager  
Subject: Delegation of Authority

You, Scott Shepherd, 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 where 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 Nuclear Regulatory Commission at any time. It is estimated that you will spend 1 hour per week conducting radiation protection activities.

Pier Bollini 6/17/2016  
Pier Bollini, Safety Systems Manager Date

I accept the above responsibilities,

Scott Shepherd 6-17-2016  
Scott Shepherd, Radiation Safety Officer Date

cc: Affected department heads

## Taylor, Tiresha

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**From:** Shaffer, Vered  
**Sent:** Wednesday, June 22, 2016 5:10 PM  
**To:** Taylor, Tiresha; Sandrik, Lauren  
**Subject:** FW: Re: RE: NRC License 21-13462-03 request for additional information  
**Attachments:** NRC delegation.pdf

Hi ladies,

Could you please place these into ADAMS for NRC license 21-13462-03 under control number 590685?

Thanks!  
Vered

**From:** Scott.Shepherd@ejco.com [mailto:Scott.Shepherd@ejco.com]  
**Sent:** Friday, June 17, 2016 1:13 PM  
**To:** Shaffer, Vered <Vered.Shaffer@nrc.gov>  
**Subject:** [External\_Sender] Re: RE: NRC License 21-13462-03 request for additional information

Vered,

Here are the 2 documents. Let me know if you need any other info.

Talk with you next week.

**Scott Shepherd**  
Safety & Industrial Hygiene Engineer  
tel 231 536 4471 mobile 231 357 2623  
[scott.shepherd@ejco.com](mailto:scott.shepherd@ejco.com)

**EJ**  
301 Spring St., East Jordan MI 49727  
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From: "Shaffer, Vered" <Vered.Shaffer@nrc.gov>  
To: "Scott.Shepherd@ejco.com" <Scott.Shepherd@ejco.com>  
Date: 06/16/2016 09:41 PM  
Subject: Re: RE: NRC License 21-13462-03 request for additional information

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Hi Scott,

Please have the letter in letter format with date and signature and letter head.

Lets chat next week when I am back in the office regarding your question on alignment.

Vered

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**From:** [Scott.Shepherd@ejco.com](mailto:Scott.Shepherd@ejco.com) <[Scott.Shepherd@ejco.com](mailto:Scott.Shepherd@ejco.com)>  
**Sent:** Thursday, June 16, 2016 4:52 PM  
**To:** Shaffer, Vered  
**Subject:** [External\_Sender] RE: NRC License 21-13462-03 request for additional information

Vered,

Does the letter need to be in the letter form, or can it be a memo similar to the Delegation of Authority?

**Scott Shepherd**

Safety & Industrial Hygiene Engineer  
tel 231 536 4471 mobile 231 357 2623  
[scott.shepherd@ejco.com](mailto:scott.shepherd@ejco.com)

**EJ**

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**From:** "Shaffer, Vered" <[Vered.Shaffer@nrc.gov](mailto:Vered.Shaffer@nrc.gov)>  
**To:** ""[scott.shepherd@ejco.com](mailto:scott.shepherd@ejco.com)"" <[scott.shepherd@ejco.com](mailto:scott.shepherd@ejco.com)>  
**Date:** 06/03/2016 09:45 AM  
**Subject:** RE: NRC License 21-13462-03 request for additional information

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Hey Scott,

Just wanted to check in and see if you had any questions regarding the information and below and to please submit the additional information by June 17<sup>th</sup> so I can complete the amendment.

Thank you!  
Vered

**From:** Shaffer, Vered  
**Sent:** Thursday, May 26, 2016 3:35 PM  
**To:** [scott.shepherd@ejco.com](mailto:scott.shepherd@ejco.com)  
**Subject:** NRC License 21-13462-03 request for additional information

Hi Scott,

I left you a voicemail regarding your mounting and alignment question. I hope the information is helpful and clear. If you want to discuss it further, I can give you the number of an inspector.

To summarize, the additional information that I need in regards to your RSO change:

Please provide in a letter with a date and signature of a senior level manager statements that:

- you are authorized to work on the fixed gauges
- your work history with the fixed gauges regarding your hands on experience
- you are familiar with operating and emergency procedures

- delegation of authority

I also forgot to mention that I am going to need for you to submit a delegation of authority. I have attached a template for you that you can use. Please fill it out and have the senior level manager sign and date it and you need to sign and date the form.

You can scan both the letter and the delegation of authority and email it to me. You can also fax it to the number below.

Please let me know if you have any additional questions.

Vered

Vered Anzenberg Shaffer, Ph.D.  
Health Physicist

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