



CONVERSATION RECORD

04/13/2017

NAME OF PERSON(S) CONTACTED OR IN CONTACT WITH YOU Andy Byma		DATE OF CONTACT 04/13/2017	TYPE OF CONVERSATION <input type="checkbox"/> E-MAIL <input checked="" type="checkbox"/> TELEPHONE <input type="checkbox"/> INCOMING <input checked="" type="checkbox"/> OUTGOING
E-MAIL ADDRESS abyma@weathershieldusa.com		TELEPHONE NUMBER (616) 243-4040	

ORGANIZATION Weather Shield Roofing Systems, Inc.	DOCKET NUMBER(S) 030-37393
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LICENSE NUMBER(S) 21-32640-01	CONTROL NUMBER(S) 592886
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SUBJECT  
Additional Information Needed for License Renewal

SUMMARY

During our review of your license renewal application dated January 23, 2017, it appeared that your application had not been completely prepared in accordance with the guidance in NUREG 1556, Vol. 1, Rev. 2, "Consolidated Guidance about Materials Licenses: Program-Specific Guidance about Portable Gauge Licenses."

1. Please review the applicable guidance in NUREG 1556, Vol. 1, Rev. 2 and the attached license application checklist. You will need to resubmit your application addressing all the areas discussed in the checklist.
2. In your application, you did not indicate if you intend to use the gauges at temporary job sites. In addition, you did not provide facility drawings for the areas where the gauges will be stored. Please indicate in your response if you will be using the gauges at temporary job sites and include facility drawings.
3. In our application, you did not provide a delegation of authority for the proposed RSO. Please provide a current delegation of authority, signed by both the RSO and senior management. A sample delegation of authority is attached to this conversation record.

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ACTION REQUIRED (IF ANY)

Please submit your response by April 28, 2017, and reference it to my attention as "additional information to control number 592886" to facilitate proper handling in our office. Your response must be currently dated and signed. If you have any questions or require clarification of any of the information stated above, please do not hesitate to contact me at 630-829-9607

In accordance with 10 CFR 2.390 of the NRC's "Rules of Practice," a copy of this letter and its enclosure will be available electronically for public inspection in the NRC Public Document Room or from the NRC's Agencywide Documents Access and Management System (ADAMS), accessible from the NRC Web site at <http://www.nrc.gov/reading-rm/adams.html>.

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NAME OF PERSON DOCUMENTING CONVERSATION  
Jennifer L. Bishop

SIGNATURE

**APPENDIX B**

**SUGGESTED FORMAT FOR PROVIDING INFORMATION REQUESTED IN  
ITEMS 5 THROUGH 11 OF  
U.S. NUCLEAR REGULATORY COMMISSION FORM 313**

**Suggested Format for Providing Information Requested in  
Items 5 through 11 of  
U.S. Nuclear Regulatory Commission Form 313**

**Items 5 and 6: Materials To Be Possessed and Proposed Uses**

Yes	No	Radionuclide	Manufacturer or Distributor Model No.	Quantity	Use as Listed on SSD Registration Certificate	Specify Other Uses Not Listed on SSD Registration Certificate
		Cesium-137	Gauge manufacturer (or distributor) and model number:  _____	Specify activity per source and number of gauges requested.  _____  _____	Yes <input type="checkbox"/> Specific description of the gauge use:  _____  _____  _____  _____  _____	<input type="checkbox"/> Not applicable  _____  <input type="checkbox"/> Uses are:  _____  (Submit safety analysis supporting safe use.)
		Americium- 241	Gauge manufacturer (or distributor) and model number:  _____	Specify activity per source and number of gauges requested.  _____  _____	Yes <input type="checkbox"/> Specific description of the gauge use:  _____  _____  _____  _____  _____	<input type="checkbox"/> Not applicable  _____  <input type="checkbox"/> Uses are:  _____  (Submit safety analysis supporting safe use.)

Yes	No	Radionuclide	Manufacturer or Distributor Model No.	Quantity	Use as Listed on SSD Registration Certificate	Specify Other Uses Not Listed on SSD Registration Certificate
		Californium-252	Gauge manufacturer (or distributor) and model number: _____	Specify activity per source and number of gauges requested. _____ _____ _____	Yes <input type="checkbox"/> Specific description of the gauge use: _____ _____ _____ _____ _____ _____	<input type="checkbox"/> Not applicable  <input type="checkbox"/> Uses are: _____  (Submit safety analysis supporting safe use.)
		Radium-226	Gauge manufacturer (or distributor) and model number: _____	Specify activity per source and number of gauges requested. _____ _____ _____	Yes <input type="checkbox"/> Specific description of the gauge use: _____ _____ _____	<input type="checkbox"/> Not applicable  <input type="checkbox"/> Uses are: _____  (Submit safety analysis supporting safe use.)
		Other Isotope (Specify):	Gauge manufacturer (or distributor) and model number: _____	Specify activity per source and number of gauges requested. _____ _____ _____	Yes <input type="checkbox"/> Specific description of the gauge use: _____ _____ _____	<input type="checkbox"/> Not applicable  <input type="checkbox"/> Uses are: _____  (Submit safety analysis supporting safe use.)
Is financial assurance required? If yes, submit evidence of financial assurance.						

**Items 7 through 11: Training and Experience,  
Facilities and Equipment, Radiation Safety Program,  
and Waste Disposal**

Item No. and Title	Suggested Response	Yes	Alternative Procedures Attached
<p><b>7. INDIVIDUAL(S) RESPONSIBLE FOR RADIATION SAFETY PROGRAM AND THEIR TRAINING AND EXPERIENCE—RADIATION SAFETY OFFICER</b></p> <p>Name: _____</p>	<p>Documentation demonstrating the proposed radiation safety officer's training and experience (e.g., certificate of completion of the RSO's course and/or the authorized user's course).</p>	<p>Submit applicable documentation.</p>	
<p><b>8. TRAINING FOR INDIVIDUALS WORKING IN OR FREQUENTING RESTRICTED AREAS</b></p>	<p>Before using licensed materials, authorized users will have successfully completed one of the training courses described in the "Criteria" part of the section titled, "Training for Individuals Working in or Frequenting Restricted Areas" in NUREG-1556, Vol. 1, Rev. 2, "Consolidated Guidance About Materials Licenses: Program-Specific Guidance About Portable Gauge Licenses."</p>	<p align="center"><input type="checkbox"/></p>	<p align="center"><input type="checkbox"/></p>
<p><b>9. FACILITIES AND EQUIPMENT</b></p>	<p>Provide a facility diagram for each permanent portable gauge storage location. Include on the diagram the use of adjacent areas (including above and below), and information relevant to public dose and security as discussed in Sections 8.10.5, "Public Dose," and 8.10.6, "Operating, Emergency, and Security Procedures," respectively, in NUREG-1556, Vol. 1, Rev. 2, "Consolidated Guidance About Materials Licenses: Program-Specific Guidance About Portable Gauge Licenses"</p>	<p>Submit applicable documentation.</p>	

Item No. and Title	Suggested Response	Yes	Alternative Procedures Attached
10.1 RADIATION SAFETY PROGRAM—AUDIT PROGRAM	The applicant should not submit its audit program to the NRC for review during the licensing phase. The audit program will be reviewed during NRC inspections.	Need Not Be Submitted with Application	
10.2 RADIATION SAFETY PROGRAM—RADIATION MONITORING INSTRUMENTS	We will either possess and use, or have access to and use, a radiation survey meter that meets the criteria in the section titled, "Radiation Safety Program—Radiation Monitoring Instruments" in NUREG-1556, Vol. 1, Rev. 2, "Consolidated Guidance About Materials Licenses: Program-Specific Guidance About Portable Gauge Licenses," in the event of an incident.	<input type="checkbox"/>	<input type="checkbox"/>
10.3 RADIATION SAFETY PROGRAM—MATERIAL RECEIPT AND ACCOUNTABILITY	Physical inventories will be conducted every 6 months or at other intervals approved by the NRC to account for all sealed sources and devices received and possessed under the license.  AND  We will develop, implement, and maintain procedures for ensuring accountability of licensed materials at all times.	<input type="checkbox"/>	<input type="checkbox"/>
10.4 RADIATION SAFETY PROGRAM—OCCUPATIONAL DOSE	We will maintain, for inspection by the NRC, documentation demonstrating that unmonitored individuals are not likely to receive a radiation dose in excess of the limits in 10 CFR 20.1502(a).  OR  We will provide and require the use of individual monitoring devices (dosimetry). All personnel dosimeters that require processing to determine the radiation dose will be processed and evaluated by a NVLAP-approved processor.	<input type="checkbox"/>          <input type="checkbox"/>	<input type="checkbox"/>









