



# SRI Environmental Health and Safety

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March 5, 2018

License Assistance Team  
Division of Nuclear Materials Safety  
US Nuclear Regulatory Commission, Region 1  
2100 Renaissance Boulevard, Suite 100  
King of Prussia, PA 19406-2713

03038664

REC'D 10312 10:07:23

Subject: Change of Radiation Safety Officer License # 04-35086-01

Dear Sir or Madam:

This is to request an amendment to our radioactive materials license 04-35086-01 to identify Heather Armstrong as our Radiation Safety Officer and remove Jonathan Schluter as RSO. Mr. Schluter will be leaving SRI on March 9.

Ms. Armstrong is the current Radiation Safety Officer at SRI's Shenandoah Valley (SRI-SV) facility in Harrisonburg Virginia. She has been the RSO for 5 years at SRI-SV, and 13 years at James Madison University. Ms. Armstrong is a full time employee and has the authority to take whatever actions are necessary to ensure worker, and public, health and safety.

Additionally, you will be receiving a request from the University of Central Florida to transfer control of the license to them. The University of Central Florida is assuming the management contract for the observatory at Arecibo, Puerto Rico.

Should you have any questions, please do not hesitate to contact me at 650-859-2556, or via e-mail at [eric.winter@sri.com](mailto:eric.winter@sri.com)

Sincerely,

Eric Winter CIH, Director Environmental Health & Safety, SRI International

Attachment:

Statement of Training and Experience, Heather Armstrong

CC:

Heather K. Armstrong, Radiation Safety Officer, Biosafety Officer

**SRI International**

333 Ravenswood Avenue • Menlo Park, California 94025-3493 • 650.859.2000

602632

NMSS/RGN1 MATERIALS-002



# SRI Environmental Health and Safety

## **Statement of Training and Experience:**

The proposed Radiation Safety Officer is Heather Armstrong. Heather served as the radiation safety consultant for SRI-Shenandoah Valley (SRI-SV) from January 2013 – February 2016. She became a full-time employee and assumed the role of RSO for the SRI-SV site in February 2016. As RSO, she oversees the radiation safety program for the site, including maintenance of the site's radiation safety and RSO manuals, the site's limited scope radioactive materials license, and serves on the Radiation Control Board. Prior to this, Heather served as the RSO for James Madison University from 2003 – 2016. At JMU, she managed all aspects of the radiation safety program (dosimetry, radioactive material inventory, quarterly laboratory wipes and bi-annual sealed source leak tests), maintained the university's broad scope radioactive materials license, and served on the radiation safety committee. Heather also has several years of on-the-job training.

In 2003, Heather completed the following courses:

- 40 hour radiation safety officer training course (Dade-Moeller)
- NRC/DOT certification to ship, receive, and transport radioactive materials (Dade-Moeller)

In addition, she audited the nuclear chemistry course (lecture and laboratory) at James Madison University. Heather holds a B.S. in biology and chemistry from Bridgewater College.



**ACKNOWLEDGEMENT - RECEIPT OF CORRESPONDENCE**

<b>Name and Address of Applicant and/or Licensee</b>  Eric Winter, CIH, Director Environmental Health & Safety SRI International 333 Ravenswood Avenue Menlo Park, California	<b>Date</b> March 16, 2018
	<b>License Number(s)</b> 04-35086-01
	<b>Mail Control Number(s)</b> 602632
	<b>Licensing and/or Technical Reviewer or Branch</b> Commercial, Industrial, R&D, and Academic Branch

This is to acknowledge receipt of your:  Letter and/or  Application Dated: March 5, 2018

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 complete and submit NRC Form 531, Request for Taxpayer Identification Number, located at the following link: <http://www.nrc.gov/reading-rm/doc-collections/forms/nrc531.pdf>  
Follow the instructions on the form for submission.

The following administrative omissions have been identified:

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 I**  
**U. S. Nuclear Regulatory Commission**  
**Division of Nuclear Materials Safety**  
**2100 Renaissance Boulevard, Suite 100**  
**King of Prussia, PA 19406-2713**  
**(610) 337-5260, (610) 337-5313,**  
**(610) 337-5398, (610) 337-5239**