

**Model Delegation of Authority to Radiation Safety Officer**

Memo To: Radiation Safety Officer

From: Management Representative

Subject: Delegation of Authority

You, Carmelo Moyet, Jr., 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 5 hours per week conducting radiation protection activities.

  
Signature of Management Representative (Edward P. Joss)  
Manager, Facilities Planning & Engineering

6.11.18  
Date

I accept the above responsibilities,

  
Signature of Radiation Safety Officer

6.12.18  
Date

Carmelo Moyet, Jr.  
Facilities Project Manager  
Facilities Planning & Engineering Division  
Department of Facilities Management  
Oakland County, MI  
(248) 452-2031  
moyetc@oakgov.com

1 Public Works Dr.  
Waterford, MI 48328

cc: Dean Schultz, Oakland County Risk Manager

## Cender, Laura

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**From:** Joss, Edward P <josse@oakgov.com>  
**Sent:** Tuesday, June 12, 2018 7:30 AM  
**To:** Cender, Laura  
**Cc:** Schultz, Dean J; Moyet, Carmelo  
**Subject:** [External\_Sender] RE: NRC Materials License No. 21-24953-01 Amendment Request - Additional Information Required  
**Attachments:** Scanned Document.pdf

Hi Laura,

Will this email attachment work, or must I mail you a hard copy?

**Edward P. Joss, Manager**  
Facilities Planning & Engineering Division  
Department of Facilities Management  
Oakland County, MI  
Ph: (248) 858-2111  
Cell: (248) 721-1204

**From:** Cender, Laura <Laura.Cender@nrc.gov>  
**Sent:** Friday, June 8, 2018 9:39 AM  
**To:** Joss, Edward P <josse@oakgov.com>  
**Subject:** NRC Materials License No. 21-24953-01 Amendment Request - Additional Information Required

Hello Edward,

Thank you for taking time out of your morning to discuss your recent license amendment request. As we discussed, in order to name Mr. Moyet as the RSO on the license please submit a Delegation of Authority memo (attached). The memo must be signed and dated by both Mr. Moyet and someone in his senior management chain. Additionally, please provide contact information for Mr. Moyet.

From our conversation this morning my understanding is that you are planning to transfer your device in the near future and terminate your NRC license. Attached is a copy of NRC Form 314 which will need to be submitted when you decide to terminate your license. Along with the NRC Form 314 you will need to submit a copy of the most recent leak test for the device and provide confirmation that the portable gauge is no longer in your possession.

Please feel free to contact me at 630-829-9712 or via email if you have any questions.

Thank you,  
Laura

Laura Cender  
U.S. Nuclear Regulatory Commission  
Materials Licensing Branch  
E-mail: [Laura.Cender@nrc.gov](mailto:Laura.Cender@nrc.gov)  
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