



CONVERSATION RECORD

08/09/2018

NAME OF PERSON(S) CONTACTED OR IN CONTACT WITH YOU

Dan Klapproth

DATE OF CONTACT

08/09/2018

TYPE OF CONVERSATION

 E-MAIL TELEPHONE INCOMING OUTGOING

E-MAIL ADDRESS

dklapproth@koehlerengineering.com

TELEPHONE NUMBER

(573) 335-3026

ORGANIZATION

Koehler Engineering & Land Survey

DOCKET NUMBER(S)

030-34590

LICENSE NUMBER(S)

24-32042-01

CONTROL NUMBER(S)

608929

SUBJECT

Additional Information Needed for License Renewal

SUMMARY

During our review of your license renewal application dated May 21, 2018, 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 August 24, 2018, and reference it to my attention as "additional information to control number 608929" 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 630-829-9876

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

Erin Kennedy

SIGNATURE

CONVERSATION RECORD (continued)

SUMMARY: (Continued from page 1)

If you would like to pursue adding an Alternate Radiation Safety Officer (ARSO) to your license, I also need you to provide the following information:

1. Please provide a current delegation of authority for the proposed ARSO, signed by both the ARSO and senior management.
2. Please provide documentation of appropriate training for the individual named as ARSO which meets the guidelines outlined in NUREG 1556, Vol. 1, appendix C.
3. Please provide documentation delineating the distinct duties which will be preformed by the RSO and the ARSO. This document should be signed by the RSO, the ARSO, and senior management.