

From: [Robert Knapik](#)
To: [Courtemanche, Steven](#)
Cc: [Michael B. McGinnis](#); [Lauren Wobby](#)
Subject: [External_Sender] Memo from Norwich Univeristy
Date: Friday, December 21, 2018 9:59:07 PM
Attachments: [NRC_memo_Norwich.pdf](#)

B.2

44-07570-01
030 01092

Steven,

Attached is the memo regarding the changes discussed during your visit to Norwich University and our subsequent phone conversation. Please let us know if there is anything else we need to do at this moment. In January we will start the process of contacting Los Alamos and private companies for disposal of our regulated sources.

Have a happy holiday season,

rob

Associate Professor and Chair,
Department of Physics
Norwich University
158 Harmon Drive
Northfield, VT 05663
(802) 485-3335
rknapik@norwich.edu

Rec'd. in LAT-12/26/2018

610969
NMSS/RGNI MATERIALS-002



A History of Service. A Promise to Lead.

21 December 2018 *dmj*

MEMORANDUM

To: United States Nuclear Regulatory Commission
From: Norwich University (Robert Knapik)
CC: Steven R. Courtemanche
Re: Amendments to Radiation License

Dear Sir/Madam:

Norwich University would like to amend the current radiation license (44-07570-01) in three ways.

1. We request to change our license to a possession only license pending disposal
2. Change the Radiation Safety Officer (RSO) from Arthur Pallone to Robert Knapik
3. Remove all users except Richard Hyde and Robert Knapik

These changes are being requested because our former RSO, Arthur Pallone abruptly left the University on June 30th 2018 without advanced warning. There was not a system in place to select a new RSO. As a result of these events, a new procedure has been put in place to replace the University's RSO in case of the departure of an existing RSO. The procedure is to have the head of the Physics Department become the interim RSO and for the license to be amended to possession only until a qualified RSO is appointed.

Since the current faculty at Norwich are not using, nor have plans to use any of the radiation sources in the future we are going to start the process of disposal. Robert Knapik will act as the RSO during the disposal process.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Knapik".

Robert Knapik



ACKNOWLEDGEMENT - RECEIPT OF CORRESPONDENCE

Name and Address of Applicant and/or Licensee Norwich University ATTN: Lauren D. Wobby, Chief Financial Officer Department of Physics 158 Harmon Drive Northfield, VT 05663-1035	Date January 7, 2019
	License Number(s) 44-07570-01
	Mail Control Number(s) 610941
	Licensing and/or Technical Reviewer or Branch Commercial, Industrial, R&D, & Academic Branch <input checked="" type="checkbox"/> <i>Memorandum</i>

This is to acknowledge receipt of your: Letter and/or Application Dated: 12/21/2018

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:
 The letter is dated 21 December 2019. The typo has been corrected to read 21 December 2018.

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, or (610) 337-5239