



Environmental Health and Risk Management
The University of Montana
Missoula, Montana 59812-9144
FAX: (406) 243-6452

RECEIVED
JUN 18 2019

June 12, 2019

DNMS

Nuclear Regulatory Commission
Region IV
1600 E. Lamar Blvd
Arlington, TX 76011-4511

Attention: Licensing Section

RE: license No. 25-01706-03, Docket No.030-00872.

I am writing to request an amendment to the above referenced license section 8.7.1 Executive Management, Organizational Chart for Radiation Management at the University of Montana.

The organizational chart has changed due to reorganization of the Environmental Health and Risk Management department. The Environmental Health Department, which includes the RSO, now reports to the Assistant Vice President for Research Compliance, Innovation and Technology Transfer.

I have included a copy of the new organizational chart.

Thank you in advance for your consideration of this request. Please let me know if I can provide further information. I can be reached at 406-243-4503 or email at kay.altenhofen@mso.umt.edu.

Sincerely,

Kay Altenhofen
Radiation Safety Officer

Enclosure: Organizational chart

PUBLIC

- Immediate Release
- Non-Immediate Release

NON-PUBLIC

- A.3 Sensitive-Source Related
- A.7 Sensitive Internal
- Other: _____

Reviewer: RTR Date: 6-19-19

No 612500

**ORGANIZATIONAL CHART FOR RADIATION MANAGEMENT AT
UNIVERSITY OF MONTANA**

President

Vice President for Research and Creative Scholarship

**Assistant Vice President for Research Compliance, Innovation and Technology
Transfer**

Radiation Safety Committee

Radiation Safety Officer

Personnel List

Radiation Safety Committee

Radiation Safety Officer

Kay Altenhofen



The University of
Montana

Environmental Health and Risk Management
(MRAM02)
Missoula, MT 59812-9144

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REGION N
LICENSING SECTION
1600 E. LAMAR BLVD
ARLINGTON, TX 76011-4511

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612500

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ACKNOWLEDGEMENT - RECEIPT OF CORRESPONDENCE

Name and Address of Applicant and/or Licensee Ms. Kay L. Altenhofen Radiation Safety Officer The University of Montana Environmental Health Department Building 32 Missoula, MT 59812-9144	Date 06/18/2019
	License Number(s) 25-01706-03
	Mail Control Number(s) 612500
	Licensing and/or Technical Reviewer or Branch C. Hill

This is to acknowledge receipt of your: Letter and/or Application Dated: 06/12/2019

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 IV
U. S. Nuclear Regulatory Commission
DNMS/NMSB - B
1600 E. Lamar Boulevard
Arlington, TX 76011-4511
(817) 200-1103 or (817) 200-1140

6/18

BETWEEN:
Accounts Receivable/Payable
and
Regional Licensing Branches

[FOR ARPB USE]
INFORMATION FROM WBL

Program Code: 01100
Status Code: Pending Amendment
Fee Category: 3L
Exp. Date: 03/31/2026
Fee Comments: 170.11(A)(4)
Decom Fin Assur Req: Y

License Fee Worksheet - License Fee Transmittal

A. REGION

1. APPLICATION ATTACHED

Applicant/Licensee: The University of Montana
Received Date: 06/18/2019
Docket Number: 3000872
Mail Control Number: 612500
License Number: 25-01706-03
Action Type: Amendment

2. FEE ATTACHED

Amount: _____

Check No.: _____

3. COMMENTS

Signed: _____

Date: _____

Carol L. Steu
6/18/19

B. LICENSE FEE MANAGEMENT BRANCH (Check when milestone 03 is entered / /)

1. Fee Category and Amount: _____

2. Correct Fee Paid. Application may be processed for:

Amendment: _____

Renewal: _____

License: _____

3. OTHER _____

Signed: _____

Date: _____