

Tran, Frank

Subject: Request for additional information for NRC License No. 13-06231-01
Attachments: Model Delegation of Authority to RSO.docx

From: Tran, Frank
Sent: Wednesday, April 24, 2019 10:21 AM
To: lfromm@bsu.edu
Subject: Request for additional information for NRC License No. 13-06231-01

Dear Dr. Fromm:

We have reviewed the amendment request dated April 10, 2019 for NRC License No. 13-06231-01 which was issued to Ball State University. The letter requests to name a new Radiation Safety Officer (RSO).

Please provide a copy of the delegation of authority for the RSO. A sample of the delegation of authority for the RSO is attached for your reference.

Please provide a response in writing with a cover letter dated and signed by an authorized person by May 24, 2019. In addition, please reference Mail Control No. 611948 in the response to facilitate proper mail handling in our office. You could fax your response to 630-515-1078.

If you have any question regarding the above, please contact me at 630-829-9623 or reply to this email.

Sincerely,

Frank Tran

Health Physicist/License Reviewer
NRC Region III/Division of Nuclear Materials Safety
Phone: 630-829-9623
Fax: 630-515-1078
Email: Frank.Tran@nrc.gov



Model Delegation of Authority to RSO

Memo To: Radiation Safety Officer
From: Chief Executive Officer (or designee)
Subject: Delegation of Authority

You, _____, have been appointed radiation safety officer and are responsible for ensuring the safe and secure 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 _____ hours per week conducting radiation protection activities.

Signature of Management Representative

Date

Name

Title

I accept the above responsibilities,

Signature of Radiation Safety Officer

Date

cc: Affected department heads