

10 CFR PART 71 QA Program  
Quality Assurance Procedure  
For Industrial Radiography Licensees

1. Organization
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5. Inspection Test and Operating Status
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7. Audits

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1. Organizational Structure

Robert L. Davis  
President

Willial F. Steele, Sr.  
Vice-President - RSO

Ralph Johnson  
Vice-President

Paul L. Wolfe  
Director NDE  
Assistant-RSO  
Radiographers

- 1.1 The final responsibility for the quality assurance program for part 71 requirements rest with the management of Material Testing Laboratories of Virginia, Inc. (Hearafter refered to as M.T. L.)
- 1.2 The Radiation Safety Officer is responsible for overall administration of this program training, certification, document control and auditing.
- 1.3 In the absence of the Radiation Safety Officer his responsibility will be delegated to the Assistant Radiation Safety Officer.
- 1.4 Radiographers are responsible for handling, storing, shipping, inspection, test and operating status, and record keeping.

2. Quality Assurance Program

- 2.1 The management of MTL establishes and implements this quality assurance program. Training for all Quality Assurance functions, prior to engagement in these functions.
- 2.2 Quality Assurance program revisions will be made according to written procedures with management approval.
- 2.3 The quality Assurance program will ensure that all defined Quality Control procedures, engineering procedures, and specific provisions of the package design approval are satisfied.
- 2.4 The quality Assurance Program will emphasize control of the characteristics of the package which are critical to safety.
- 2.5 The Radiation Safety Officer shall assure that all radioactive material shipping packages are designed and manufactured under a quality assurance program by the Nuclear Regulatory Commission for all packages designed or fabricated after July 1, 1978 certification of these packages will be requested from the manufacturer.

3. Document Control

- 3.1 All documents related to a specific shipping package will be controlled through a written procedure.
- 3.2 All documents changes will be performed according to written procedures approved by management / Radiation Safety Officer.
- 3.3 The Radiation Safety Officer shall insure that all Quality functions are conducted in accordance with the latest applicable changes to these documents.

4. Handling Storage and Shipping

- 4.1 Written safety procedures concerning the handling, storage, and shipping of packages for sealed sources of radioactive material will be followed.
- 4.1.1 Shipments will not be made until all test, certifications, acceptance, and final inspections have been completed. Work instructions will be provided for handling, storage and shipping operations.
- 4.2 Radiographers shall perform the critical handling, storage and shipping operations.

5. Inspection, Test and Operating Status

- 5.1 Inspection, Test and operating status of packages for (sealed sources) radioactive material will be indicated and controlled by written procedures.
- 5.2 Status will be indicated by tag, label, marking, or log entry.
- 5.3 Status of nonconforming parts or packages will be positively maintained by written procedures.
- 5.4 Radiographers will perform the regulatory required inspection and test in accordance with written procedures. The Radiation Safety Officer shall ensure that these functions are performed.

6. Quality Assurance Records

- 6.1 Records of package approvals (including references and drawings), inspection, tests, operating logs, audit results, personnel training and qualifications and records of shipments will be maintained. Description of equipment and written procedures will also be maintained.
- 6.2 Records will be maintained in accordance with written procedures.
- 6.3 A list of these records, with their storage location will be maintained by the Radiation Safety Offices.

7. Audits

- 7.1 Established schedules of audits of the Quality Assurance Program will be performed using a written checklist.
- 7.2 Results of audits will be maintained and reported to management.
- 7.3 Audits reports will be evaluated and deficient areas corrected. The audits will be dependent on the safety significance of the activity being audited.
- 7.4 The activity (MTL) will be audited at least once a year. Audit reports will be maintained as part of the Quality Assurance Program.
- 7.5 Members of the audit team shall be other than MTL Personnel.