

From: [Kennedy, Erin](#)
To: thalstead@aeci.org
Subject: Additional Information Needed for Renewal of your NRC Materials License
Date: Wednesday, October 23, 2019 8:31:00 AM
Attachments: [Delegation of Authority.docx](#)

Good morning Mr. Halstead,

Thank you for taking the time to discuss the renewal of your NRC materials license with me this morning. As we discussed on the phone, I will need you to provide a Delegation of Authority for the RSO. The Delegation of Authority needs to be signed by both the Radiation Safety Officer and the senior management responsible for oversight of the radiation safety program (often the plant manager). A sample Delegation of Authority memo can be found in Appendix D of NUREG 1556 Vol. 1, Rev. 2. For your convenience a sample delegation of authority has also been attached to this email. Please provide the Delegation of Authority with a signed and dated cover letter to me by November 8, 2019. As we discussed, you can provide the information to me as an attachment to an email or you can fax it to (630) 515-1078.

Please let me know if you have any question.

Thank you,

Erin Kennedy

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