



January 4, 1989

Mr. Michael McCann
Chief
Materials Licensing Section
U. S. Nuclear Regulatory Commission, Region III
799 Roosevelt Road
Glen Elyn, Illinois 60137

Dear Mike:

In our last phone conversation I promised to send the enclosed two documents. The audit program will be used, upon your approval, as a guide for the monthly audits we are required to perform. We will document more specifically the steps taken during the audit, and record the findings and corrective actions resulting from the audit. Please call or send me your comments and/or revisions to the audit program.

Mitchell A. Callahan from Nuclear Energy Services will perform the audit. He is one of several senior people at NES. Please let me know if you approve of his credentials. I will give you a follow-up call next week if I don't hear back from you.

Thank you for your assistance.

Sincerely,

R. James Henderson
Vice President for Finance
and Administration

RJH/at

Attachments

9003190136 900314
PDR FOIA
MUNDAY90-73 PDR

cc: Oddvar Nygaard
Kenneth Basch

1125MITCHELL A. CALLAHANEDUCATION

- 1989: M.S., Radiological Sciences and Protection, University of Lowell, Lowell, MA
- 1985: B.S., Radiological Health Engineering, Texas A&M University, College Station, TX
- 1978: Nuclear Power Plant Operator Training, Naval Prototype Training Unit, Idaho Falls, ID
- 1977: Naval Nuclear Power School, Naval Training Command, Orlando, FL

EXPERIENCE SUMMARY

Qualified by over ten years of administrative and operational Health Physics experience, including extensive experience in:

Exposure Control

- Implemented appropriate dosimetric techniques for personnel monitoring.
- Designed, built, and evaluated radiation shielding.
- Conducted radiation safety seminars.

Waste Management

- Supervised the preparation and shipment of radioactive waste.
- Wrote and implemented computer programs to inventory radwaste.
- Designed a waste monitor to evaluate the curie content of aggregate waste material.
- Designed and supervised the construction of volume reduction facilities.
- Implemented volume reduction technologies.
- Served on a state legislative committee to draft radioactive and accuracy.

Procedure Review and Development

- Reviewed and documented all types of radiological surveys.
- Wrote and revised operational procedures.

Radiological Surveys

- Performed and documented all types of radiological surveys.
- Evaluated radiological survey results to determine the extent of regulatory compliance.

EMPLOYMENT

- 10/89 to Present NUCLEAR ENERGY SERVICES
Senior Radiological Engineer
- 1/88 to 10/89 YALE UNIVERSITY
Manager Radioactive Waste Program
- 5/87 to 1/88 BARTLETT NUCLEAR INC.
Senior Health Physics Technician
- 12/85 to 9/86 BARTLETT NUCLEAR INC. and
COMBUSTION ENGINEERING, INC.
Senior Health Physics Technician
- 12/82 to 12/85 TEXAS A&M UNIVERSITY
Health Physics Technician
- 8/76 to 8/82 UNITED STATES NAVY
Radiochemistry and Health Physics Supervisor

Audit Program
Summary of General Objectives of Monthly Audits
January, 1990

- 1) Have applications for the use of radioistops been reviewed and approved in accordance with the license requirements and the CWRU Radiation Safety Program?
- 2) Have the personnel monitoring requirements been followed?
- 3) Have the inspections and/or surveys been conducted?
- 4) Have the contamination handling procedures and related surveys been performed?
- 5) Have the handling and record keeping of radioactive materials been done within the required guidelines?
- 6) Have the follow-up and documentation procedures been adequately maintained?