

TESTMASTER INSPECTION COMPANY
QUALITY ASSURANCE PROGRAM

1.0 ORGANIZATION

- 1.1 The final responsibility for the Quality Assurance (QA) Program for Part 71 Requirements rests with Testmaster Inspection Company. Design and Fabrication shall not be conducted under this QA Program. The QA Program is implemented using the following organization:

See Appendix "A"

The Radiation Safety Officer is responsible for overall administration of the program, training and certification, document control, and auditing.

The Radiographers are responsible for handling, storing, shipping, inspection, test and operating status and recordkeeping.

2.0 QUALITY ASSURANCE PROGRAM

- 2.1 The management of Testmaster Inspection Company establishes and implements this QA Program. Training, prior to engagement, for all QA functions is required according to written procedures. QA Program revisions will be made according to written procedures with management approval. The QA Program will ensure that all defined QC procedures, engineering procedures, and specific provisions of the package design approval are satisfied. The QA program will emphasize control of the characteristics of the package which are critical to safety.

The Radiation Safety Officer shall assure that all radioactive material shipping packages are designed and manufactured under a QA Program approved by the Nuclear Regulatory Commission for all packages designed or fabricated after January 1, 1979. This requirement will be satisfied by receiving a certification to this effect from the manufacturer.

3.0 DOCUMENT CONTROL

- 3.1 All documents related to a specific shipping package will be controlled through the use of written procedures. All document changes will be performed according to written procedures approved by management.

The Radiation Safety Officer shall insure that all QA functions are conducted in accordance with the latest applicable changes to these documents.

4.0 HANDLING, STORAGE, AND SHIPPING

- 4.1 Written safety procedures concerning the handling, storage, and shipping of packages for certain special form radioactive material will be followed. Shipments will not be made unless all tests, certifications, acceptances, and final inspections have been completed. Work instructions will be provided for handling, storage, and shipping operations.

Radiography personnel shall perform the critical handling, storage, and shipping operations.

5.0 INSPECTION, TEST AND OPERATING STATUS

- 5.1 Inspection, test and operating status of packages for certain special form radioactive material will be indicated and controlled by written procedures. Status will be indicated by tag, label, marking, or log entry. Status of nonconforming parts or packages will be positively maintained by written procedures.

Radiography personnel shall perform the regulatory required inspections and tests in accordance with written procedures. The Radiation Safety Officer shall ensure that these functions are performed.

6.0 QUALITY ASSURANCE RECORDS

- 6.1 Records of package approvals (including references and drawings), procurement, inspections, tests, operating logs, audit results, personnel training and qualifications and records of shipments will be maintained. Descriptions of equipment and written procedures will also be maintained.

These records will be maintained in accordance with written procedures. The records will be identified and retrievable. A list of these records, with their storage locations, will be maintained by the Radiation Safety Officer.

7.0 AUDITS

- 7.1 Established schedules of audits of the QA Program will be performed using written check lists. Results of audits will be maintained and reported to management. Audit reports will be evaluated and deficient areas corrected. The audits will be dependent on the safety significance of the activity being audited, but each activity will be audited at least once per year. Audit reports will be maintained as part of the quality assurance records. Members of the audit team shall have no responsibility in the activity being audited.

TESTMASTER INSPECTION COMPANY
ORGANIZATION CHART
RADIATION SAFETY PROGRAM

RADIATION SAFETY OFFICE
419-666-7526

WENDELL BRUCE CARR
PRESIDENT
Home Phone: 419-666-0865
Rossford, Ohio

WENDELL BRUCE CARR
RADIATION SAFETY OFFICER
MANAGER - QUALITY ASSURANCE
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RADIATION SAFETY CLERK
RADIATION SAFETY OFFICE

419-666-7526

TESTMASTER INSPECTION COMPANY
QUALITY ASSURANCE AUDIT CHECK LIST

DATE OF AUDIT: _____ AUDIT PERFORMED BY: _____

AUDIT ITEMS	ACCEPTABLE DEFICIENT		COMMENTS
	(YES)	(NO)	
1. Occupational External Radiation Exposure History			
2. Film Badge Reports			
3. Current Occupational External Radiation Exposure			
4. Weekly Reports (daily dosimeter readings)			
5. Reports of Overexposure			
6. Copies of Notifications of Accidents (all correspondence)			
7. Radiation Reports (utilization, survey and daily inspection of devices)			
8. Quarterly Inventory Reports			
9. Survey Meter Calibration Reports			
10. Leak Test Reports			
11. Isotopes Requisition and Transaction Reports			
12. Copies of Decay Charts			
13. Copies of Radiographer Qualification Examinations			
14. Radiographer's Inspection Check List			
15. Radiographic Device Inspection Reports			
16. Shipping Documents			