

POSITION ACTION AND EVALUATION — GRADES 1-15; UNGRADED AND LOCALITY RATE

PART I. INITIATING OFFICE

OFFICE (Abbrev.) DIVISION / BRANCH / SECTION

Division of Radiation Safety and Safeguards, Nuclear Materials and Safeguards Branch, Nuclear Materials Sections A&B

TITLE OF POSITION (Use proposed title if position not established)

3 PROPOSED EFFECTIVE DATE

ASAP

Materials-Radiation-Specialist- Health Physicist

4 JOB DESCRIPTION (300 characters)

As a member of a Materials Section staff, performs the radiological and environmental protection licensing and inspection of complex facilities using byproduct, source and/or special nuclear materials. Conducts investigations to evaluate occurrences with radiological safety significance and the status of compliance with Commission requirements. Responsible for analysis and evaluation of radiological hazards, design specifications, and operating procedures described in license applications and existing at applicant and licensee facilities for a variety of uses of radioactive material. Acts as approving official for licensing actions.

END JOB DESCRIPTION

James Collins, Thomas T. Martin, Barbara Shellman

* SUPERVISORY CERTIFICATION. I CERTIFY THAT THIS IS AN ACCURATE STATEMENT OF THE MAJOR DUTIES AND RESPONSIBILITIES OF THIS POSITION AND ITS ORGANIZATIONAL RELATIONSHIPS. AND THAT THE POSITION IS NECESSARY TO CARRY OUT GOVERNMENT FUNCTIONS FOR WHICH I AM RESPONSIBLE THIS CERTIFICATION IS MADE WITH THE KNOWLEDGE THAT THIS INFORMATION IS TO BE USED FOR STATUTORY PURPOSES RELATING TO APPOINTMENT OF PERSONNEL AND PAYMENT OF PUBLIC FUNDS. AND THAT FALSE OR MISLEADING STATEMENTS MAY CONSTITUTE VIOLATIONS OF SUCH STATUTES OR THEIR IMPLEMENTING REGULATIONS

PART II. EVALUATION RECORD

Table with columns for CONTACTS, DECISIONS, SUPERVISION, WORKING CONDITIONS, EFFORT, TOTAL POINT VALUE, SIGNATURE, and DATE. Includes evaluations from James H. Joyner, Thomas T. Martin, and Barbara Shellman.

PART III. FOR USE BY PERSONNEL OFFICE

Form with sections for ACTION TYPE, POSITION NUMBER, ORGANIZATION CODE, POSITION TYPE, PAY PLAN, OCCUPATIONAL SERIES, FUNCTIONAL CODE, WORK SCHEDULE, POSITION DESCRIPTION NUMBER, DUTY CODE, POSITION TITLE CODE, POSITION SENSITIVITY, POSITION TITLE, UNION CATEGORY, FLSA, COMPETITIVE EXCEPTED CODE, SUPERVISORY CODE, and DATE OF LAST AUDIT REVIEW.

C912

Health Physicist, GG-1306-13
Division of Radiation Safety and Safeguards
Nuclear Materials and Safeguards Branch
Region I

FUNCTIONAL STATEMENT

As a member of a Materials Section staff, performs the radiological and environmental protection licensing and inspection of complex facilities using byproduct, source and/or special nuclear materials. Conducts investigations to evaluate occurrences with radiological safety significance and the status of compliance with Commission requirements. Responsible for analysis and evaluation of radiological hazards, design specifications, and operating procedures described in license applications and existing at applicant and licensee facilities for a variety of uses of radioactive material. Acts as approving official for licensing actions.

REGULAR DUTIES

Reviews applications for byproduct, source and special nuclear material licenses. Assigned complex and routine applications for uses, products and devices which involve potential health safety risks. In this capacity:

Identifies deficiencies in applications that do not meet NRC licensing criteria and prepares letters to applicants clearly defining the deficiencies.

Determines from the information submitted that applicant's radiation protection procedures, instrumentation, facilities and equipment, and training and experience are sufficient to provide reasonable assurance that the applicant can operate safely and meet NRC requirements.

Formulates special license conditions indicating limitations or restrictions on licensed operations.

In complex or difficult licensing situations personally visits applicants to evaluate their facilities and equipment for use of radioactive material, and to discuss and resolve problems associated with the proposed programs. Explains pertinent NRC licensing requirements, regulations and safety standards.

Where warranted, recommends denial of applications and substantiates reasons for such denial based on the Commission's regulatory procedures and radiation safety standards.

Prepares for and performs routine and reactive inspections of Materials licensees in accordance with an approved inspection plan and Regional policy, standards and guides, to determine the status of compliance with license provisions, rules and regulations of the Commission, in order to evaluate the safety of licensed operations. Modifies the inspection plan during field work as required to meet existing conditions.

Health Physicist, -

GG-1306-13

Investigates incidents which involve materials licensed or subject to license by the Commission.

Plans and conducts independent restricted area, effluent and environmental monitoring in and about Commission licensees to evaluate licensee radiation and radioactive material control methods and systems. Selects, prepares and calibrates appropriate equipment. Evaluates and interprets results.

Responds to complex accidents, incidents, or unusual circumstances involving facilities and material subject to license by the Commission. Evaluates safety significance of occurrence and recommends actions to be taken by personnel on the scene to protect the health and safety of the public and/or involved individuals.

Prepares reports of inspections which contain a description of observations, an evaluation of the status of compliance, conclusions regarding conditions which have or may have an adverse effect on health and safety and recommendations for enforcement and/or licensing action.

Issues Reports of "Safety Inspection", NRC Form 591 to Commission licensees in accordance with Regional procedures.

Prepares and approves "Material License", NRC Form 374.

Communicates independently with licensees and applicants to obtain additional information regarding applications, reports, inspections or incidents. Explains and defends inspection findings. Interprets variety of policies and regulations. Resolves conflicts concerning proper procedure or anchor.

Renders specialized technical assistance to other groups in NRC with respect to implementation of regulatory requirements.

Keeps abreast of current radiological safety technology and participates in the improvement of inspection techniques and standards and licensing policy and procedures.

Maintains functional relationships with the staff of the Offices of NMSS and IE to obtain technical guidance; communicate results of application reviews, inspections, investigations and other regional activities, and, to resolve problems pertaining to the Regional licensing and inspection program.

Maintains liaison with federal agencies, such as the DOT and FDA, and state and local officials, to inform, cooperate and assist in control of radiological activities, including accidents and incidents, which may be of interest to such agencies or the public.

Conducts training for NRC and Agreement State personnel in technical subjects and proper licensing and inspection policies, procedures and techniques.

Performs other duties, as assigned.

Health Physicist

GG-1306-13

BASIC SKILLS

Thorough and detailed knowledge of the principles, theory and practice of the field of health physics, such as that obtained by graduate level training or formal training through the B.S. degree plus several years of specialized work experience obtained at institutions or industrial organizations using byproduct, source or special nuclear materials.

Thorough knowledge of the applications of radiation, radiation phenomena, and protection principles characteristic of alpha-, beta-, X-, gamma-, and neutron radiations necessary for licensing and inspection of licensees and execution of the technical phases of investigations involving radioactive material. This includes thorough knowledge of proper use of related instrumentation and the calculation and/or interpretation of measurements and data obtained from such use.

Thorough knowledge of the Commission's regulatory program, licensing policy, compliance inspection techniques and standards, current regulatory guides, and licensee requirements sufficient to evaluate radiological safety, appraise the status of compliance of licensee operations; and propose modifications of regulations, licensee requirements, and compliance inspection techniques and standards.

Knowledge of the principles, theory, and practices of environmental monitoring.

Ability to assess the attitude and ability of licensee management with respect to the correction of hazardous operations and conditions, and to discuss and explain to licensee management and others, the findings of an NRC inspection or investigation and any necessary corrective actions.

Ability to meet and communicate clearly and effectively both orally and in writing, with people of varying technical backgrounds to explain NRC authority, policies, procedures, and the technical aspects of NRC findings and actions.

CONTACTS

Daily contacts with licensees or applicants for licenses to explain medical, academic and industrial licensing procedures and requirements, and to discuss and resolve special licensing problems, and evaluate radiological safety conditions.

Continuous contact with medical and scientific authorities and persons with similar high-level responsibilities in management, research, and government to define licensing requirements, explain regulations, give guidance on equipment, facilities, and instrumentation necessary for safe use of radiation and radioactive materials.

Frequent contact with management and technical personnel of licensees to review, inspect, and report on licensee performance and applications and to defend findings and their basis and the need for corrective action. Conducts exit interviews with highest levels of licensee management.

Health Physicist,

GG-1306-13

Occasionally participates in meetings involving NRC Headquarters management to provide advice about matters where regulatory action is being considered to ensure protection of the public.

Occasional contacts with DOE, EPA, FEMA, and other federal, state and local agencies and officials to maintain effective relationships on environmental monitoring and other compliance and licensing matters.

Occasional contacts with the public and the press at public meetings to discuss NRC inspection and licensing work and results.

RESPONSIBILITY FOR DECISIONS

Supervision Received

Chief, Nuclear Materials Section

General Supervision "B"

Guides are current provisions of the Act, Commission rules and regulations, written Office of Inspection and Enforcement and Office of Nuclear Material Safety and Safeguards policies and procedures, Regional office policies and procedures, and established precedents.

Independent Action

Prepares detailed schedules and plans for inspections, investigations and licensing actions in assigned area.

Responsible for completing assigned radiological licensing actions, inspections, and investigations in accordance with NRC requirements. Makes independent technical decisions and possesses authority for recommending cessation of operations being conducted under hazardous conditions.

Independently prepares and submits accurate reports of inspections and investigations, prepares formal notification of inspection findings issued to NRC licensees, and recommends issuance of licenses for possession of byproduct, source and special nuclear material and signs licenses, as authorized.

Independently prepares and submits statements of conclusions, recommendations, and technical judgements as to the adequacy of radiological safety, and compliance based on personal findings.

Recommends appropriate action to deal with noncompliance by the licensee.

Determines when information is complete and acts as approving official for "Materials License", NRC Form 374, for most cases. Recommends appropriate action in complex cases.

Communicates with applicants regarding deficiencies in applications.

Health Physicist,

GG-1306-13

Recommends approval/denial of license applications based on adequacy of design and construction of laboratory facilities and the adequacy of health safety procedures and administrative control of radioisotopes programs.

Formulates limitations for use of byproduct, source and special nuclear material and determines the special conditions under which such materials may be licensed.

Performs independent measurements of radiation levels and radioactivity on which enforcement or licensing action may be based.

SUPERVISION

None

WORKING CONDITIONS

Normal working conditions in the Regional Office. Approximately 35% of working time is field inspection and investigation work, which involves exposure to industrial hazards, such as molten metal, fumes and dust, construction hazards, such as open trenches, excavations, construction equipment and falling objects, biomedical and radiation hazards.

EFFORT

Field work requires extensive walking, climbing, standing, and exposure to inclement weather.

-----Title/Description-----

Matls licensing package for amend 49 to license 08-01709-04 for Georgetown Uni

Author Name -- Affiliation Recipient Name - Affiliation
 THOMPSON, T.K. * NE R1

Reference Number ----- Category Related Date -- Category
 08-01709-04 LIC
 116959 ORTN

Docket Number Task Number +-----+
 03001315
 | Availability: PDR
 | Microfilm Address: 64596-315 / 64596-333
 +-----+

File Locations
 FCen Lev1 Lev2 Lev3 File Package No
 PDR -ADOCK-03001315-C 921119 9301190389 #

Arrows-Scroll, TAB/HOME-New Area, ENTER-View, F3-Enter New Search. F10-5 Summary
 Char Mode: Replace Page 2 Count: *1

* D Mann was the reviewer. He did not sign the license. It was reviewed/signed by senior reviewer

<<NUDOCS/AD>> Nuclear Regulatory Commission Version 001.000
Record 23 of 162 Standard Predefined Search Results === Domain: ALL ===
Accession #: 9402280167 Text Format: *
Issue Date: 940209 Special Code: *
Document Type: TLLMBL No. of Pages: 30pp.

-----Title/Description-----

Matls licensing package for amend 50 to license 08-01709-04 for Georgetown Uni

Author Name -- Affiliation Recipient Name - Affiliation
MANN,D.G. NE R1

Reference Number ----- Category Related Date -- Category
08-01709-04 LIC
118121 ORTN

Docket Number Task Number +-----
03001315 | Availability: PDR
| Microfilm Address: 78286-228 / 78286-256
+-----

File Locations
FCen Lev1 Lev2 Lev3 File Package No
PDR -ADOCK-03001315-C 940209 9402280167 #

Arrows-Scroll, TAB/HOME-New Area, ENTER-View, F3-Enter New Search. F10-5 Summary
Char Mode: Replace Page 2 Count: *1

<<NUDOCS/AD>> Nuclear Regulatory Commission Version 001.000
Record 19 of 162 Standard Predefined Search Results === Domain: ALL ===
Accession #: 9405160157 Text Format: *
Issue Date: 940310 Special Code: *
Document Type: TLLMBL No. of Pages: 10pp.

-----Title/Description-----

Matls licensing package for corrected amend 50 to license 08-01709-04 for Geor

Author Name -- Affiliation Recipient Name - Affiliation
MANN,D.G. NE R1

Reference Number ----- Category Related Date -- Category
08-01709-04 LIC
118121 ORTN

Docket Number Task Number +-----
03001315 | Availability: PDR
| Microfilm Address: 79334-281 / 79334-290
+-----

File Locations
FCen Lev1 Lev2 Lev3 File Package No
PDR -ADOCK-03001315-C 940310 9405160157 #

Arrows-Scroll, TAB/HOME-New Area, ENTER-View, F3-Enter New Search. F10-5 Summary
Char Mode: Replace Page 2 Count: *1

<<NUDOCS/AD>> Nuclear Regulatory Commission Version 001.000
Record 180 of 352 Standard Predefined Search Results === Domain: ALL ===
Accession #: 9303110258 Text Format: *
Issue Date: 920926 Special Code: *
Document Type: TLLMBL No. of Pages: 13pp.

-----Title/Description-----

Matls licensing package for corrected amend 63 to license 19-00296-10 for DHHS

Author Name -- Affiliation Recipient Name - Affiliation
JOHANSEN, J. * NE R1

Reference Number ----- Category Related Date -- Category
19-00296-10 LIC
117092 ORTN

Docket Number Task Number +-----+
03001786 | Availability: PDR
| Microfilm Address: 74179-349 / 74179-361
+-----+

File Locations
FCen Lev1 Lev2 Lev3 File Package No
PDR -ADOCK-03001786-C 920926 9303110258 #

Arrows-Scroll, TAB/HOME-New Area, ENTER-View, F3-Enter New Search. F10-5 Summary
Char Mode: Replace Page 2 Count: *1

* D mann was the reviewer. He did not sign the license. It was reviewed / signed by Senior reviewer

<<NUDOUS/AD>> Nuclear Regulatory Commission Version 001.000
 Record 160 of 352 Standard Predefined Search Results == Domain: ALL ==
 Accession #: 9405250315 Text Format: *
 Issue Date: 940323 Special Code: *
 Document Type: TLLMBL No. of Pages: 20pp.

-----Title/Description-----

Mats licensing package for amend 71 to license 19-00296-10 for Dept of Health

 Author Name -- Affiliation Recipient Name - Affiliation
 MANN,D.G. NE R1

Reference Number ----- Category Related Date -- Category
 19-00296-10 LIC
 119390 ORTN

Docket Number Task Number +-----
 03001786 | Availability: PDR
 | Microfilm Address: 79557-032 / 79557-050
 +-----

File Locations
 FCen Lev1 Lev2 Lev3 File Package No
 PDR -ADOCK-03001786-C 940323 9405250315 #

Arrows-Scroll, TAB/HOME-New Area, ENTER-View, F3-Enter New Search. F10-5 Summary
 Char Mode: Replac Page 2 Count: *1