

U.S. Nuclear Regulatory Commission – Region II
245 Peachtree Center Ave. N.E.
Atlanta, GA 30303-1200

August 18, 2023

INSPECTION DOCUMENT REQUEST

Licensee: Nuclear Fuel Services (NFS)

Docket Number: 70-143

License Number: SNM-124

Inspection Report Number: 2023-003

Enterprise Number: EPID: I-2023-003-0067

Pre-Inspection Visit: N/A

Inspection Dates: September 18 – 22, 2023

Inspection Procedure(s): [IP 88030](#) – Radiation Protection, Rev. 1/29/2021

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Inspection Document Request for NRC Inspection at NFS

The following is a broad list of documents the U.S. Nuclear Regulatory Commission inspectors are interested in reviewing prior to the on-site inspection visit. Typically, we arrange an electronic repository/reading room called "BOX" for such requests. But, we realize many documents requested could be classified. Moreover, even if not classified, a labor-intensive review must be performed by licensee personnel to verify no classified information is contained within an unclassified document.

Hence, we request a list (or listing) of the current version of the documents below to be uploaded into BOX in either Microsoft Word format or searchable ".pdf" files.

The documents provided in response to this request should contain sufficient information to facilitate the selection of specific inspection samples. For example, for any procedure it would be very useful to have the procedure number, the procedure title, and the revision/version number. In the past, just submitting a list of procedure numbers did not provide us with sufficient information.

Some of the information requested may not apply to the facility. The licensee is not required to provide documents that are already available in ADAMS. If there are any questions or concerns regarding the information requested, please contact the NRC inspection team lead.

INSPECTION PROCEDURE 88030 – RADIATION PROTECTION

Documents Requested for In-Office Preparation

- 1) Latest version of the license application, if not already in possession of the senior resident inspector
- 2) Latest version of the Integrated Safety Analysis (ISA) Summary (if different from the revision submitted to the NRC in January 2023 and not already in possession of the senior resident inspector)
- 3) Organization chart for program area(s) to be inspected along with names and contact information of key licensee personnel needed during the on-site inspection. Please note any personnel changes within the last 12 months.
- 4) Procedures governing the implementation of the Radiation Protection Program, including:
 - i. Radiation Protection (RP) Program Implementation
 - ii. RP Program Review and/or ALARA Program Review
 - iii. RP Operating Procedures and RP Management Procedures, as applicable
 - iv. Radiation/Radiological Work Permits (RWPs)
 - v. Radiological Posting and Access Controls
 - vi. Radiation and Contamination Surveys
 - vii. Respiratory Protection Program
 - viii. Airborne Radioactivity Monitoring
 - ix. Dosimetry Program
 - x. Personnel OSLD/TLD Monitoring Program

- xi. Unplanned Contamination/Safety Significant Radiological Events Instrumentation & Equipment
 - xii. Calibration and set point verification for exit monitors such as hand-and-foot monitors (HFMs) and personnel contamination monitors (PCMs)
- 5) Radiological dose reports and records for dose results for workers, minors, and the public
 - 6) Records for internal dose results
 - 7) Records for bioassay program, if applicable
 - 8) Records of any significant radiological events within the last 12 months
 - 9) Training records of the most recent examples of training/qualifications records for radiological technicians (rad techs) and qualifications records for the instructors
 - 10) A list of training and qualification/OJT requirements (qualification card or curriculum) for personnel performing RP-related activities. Please provide about three (3) samples of the most recent training exams for rad tech personnel.
 - 11) The latest annual summary report on personnel exposures, (ALARA) program results and future goals/efforts, and samples of original supporting documentation, and conformation of plant management review.
 - 12) Listing of corrective actions related to RP for the previous 12 months
 - 13) Radiation Safety Committee meeting minutes for the previous 12 months
 - 14) Copies of the most recent self-assessment and/or audit reports for Radiation Protection
 - 15) Contact information for key personnel expected to support the Radiation Protection Inspection

On-site Coordination

- 1) Tour of the Focus Areas (yet to be determined)
- 2) Accompany RP tech or engineer on any audits, surveys, etc.

PAPERWORK REDUCTION ACT STATEMENT

This letter contains mandatory information collections that are subject to the Paperwork Reduction Act of 1995 (44 U.S.C. 3501 et seq.). The Office of Management and Budget (OMB) approved these information collections (approval number 3150-0009). Send comments regarding this information collection to the Information Services Branch, Office of the Chief Information Officer, Mail Stop: O-1F13, U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001, or by e-mail to Infocollects.Resource@nrc.gov, and to the Desk Officer, Office of Information and Regulatory Affairs, NEOB-10202, (3150-0009) Office of Management and Budget, Washington, DC 20503

Public Protection Notification

The NRC may not conduct nor sponsor, and a person is not required to respond to, a request for information or an information collection requirement unless the requesting document displays a currently valid OMB control number.