

December 30, 2004

Licensing Assistance Section
Nuclear Materials Safety Branch
U.S. Nuclear Regulatory Commission, Region I
475 Allendale Road
King of Prussia, PA 19406-1415

Reference: Updates to procedures that accompanied our application for
material license Number: 45-01568-01

Dear Sir,

030 06530

Attached are updates (revision 3) to special procedures RM-8 and RM-14 that accompanied our application for material license renewal yesterday. Please replace revision 2 of special procedures RM-8 and RM-14 previously sent with these.

Please forgive us for any inconvenience this may have caused.

Sincerely,



Raymond (Ridge) E. Hundley III RSO
MeadWestvaco Virginia Corporation
104 East Riverside Street
Covington, VA 24426-1238

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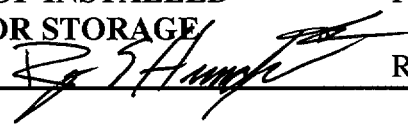
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NMSS/RGNI MATERIALS-002

**REMOVAL OF INSTALLED
DEVICES FOR STORAGE**

Procedure No.: **RM-8**

Approved By: 

Revision: **3**


Date: 12/30/04

Purpose: MeadWestvaco radiation workers occasionally remove devices from their installed locations for temporary storage. The purpose of this procedure is to help ensure dismounting is conducted in a safe manner, which reflects the company's commitment to maintaining employee exposures 'as low as reasonably achievable' (ALARA).

1. Prior to relocation of any device, the RSO or Authorized User will meet with all personnel who will be involved, advising them of the procedures to be followed and potential radiation exposure which may result.
2. The shutter will be secured in the closed position, while verifying shutter movement with a survey meter reading. The device will be inspected to determine the need for any additional instructions.
3. The RSO or Authorized User will supervise the physical removal of the device from its installed position; and while it is transported to a properly posted storage area that is secured against unauthorized access.
4. The site inventory will be updated to reflect the storage location of the device.

**PROCEDURE FOR REPLACEMENT
OF MYLAR WINDOWS IN DATA
MEASUREMENT SYSTEMS**

Procedure No.: RM-14

Approved By: 

Revision: 3

Date: 12/30/04

Purpose: Data Measurement Systems equipment containing Kr-85 is used on the MeadWestvaco site to measure product as it moves along the paper machines. In order to make the measurement as accurate as possible, periodic cleaning of the mylar windows is required. Due to age and cleaning of these mylar windows, they sometimes need to be replaced. Properly trained MeadWestvaco radiation workers under the direct supervision of the RSO or Authorized User can safely perform maintenance and replace the mylar windows on these machines by implementation of the following procedure.

1. Operations personnel will be informed of the task to be completed.
2. The machine sensor will be placed in its off-sheet or home position and the shutter will be locked closed. Confirmation of the shutter movement will be made by observing the shutter light indicator while making appropriate measurements with a survey meter.
3. Power to the scanner will be disengaged using the main breaker and it will be locked out according to MeadWestvaco's lock-out tag-out procedure. Once the lock-out tag-out procedure is complete, the lower sensor assembly, gap cover and mylar window retaining ring can be removed.
4. The old mylar window will be removed and replaced with a new window.
5. The mylar window retaining ring, gap cover and lower sensor assembly will then be reinstalled.
6. Power will be restored to the unit using the main breaker in accordance to MeadWestvaco's lock-out tag-out procedure.
7. The shutter lock will be removed and the shutter opened. Verification of proper shutter operation will be confirmed by observing the shutter light indicator while making appropriate measurements with a survey meter.
8. The sensor will be standardized and operations informed the system is ready for use.