



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
REGION IV  
1600 E. LAMAR BLVD  
ARLINGTON TX 76011-4511

May 18, 2016

Mike Broderick, Manager  
Radiation Management Section  
Oklahoma Dept. of Environmental Quality  
P.O. Box 1677  
Oklahoma City, OK 73101-1677

Dear Mr. Broderick:

In order to help the Agreement States and the U.S. Nuclear Regulatory Commission (NRC) remain knowledgeable of each other's program and to initiate planning for the next Integrated Materials Performance Evaluation Program (IMPEP) review, the NRC conducts one-day periodic meetings with Agreement States between IMPEP reviews.

In accordance with the Office of Nuclear Material Safety and Safeguards (NMSS) Procedure SA-116, "*Periodic Meetings between IMPEP Reviews*," and after previous coordination with you, we have scheduled the periodic meeting for August 10, 2016. The meeting will be held at the Radiation Management Section offices in Oklahoma City, Oklahoma. In addition to myself, staff and management from NMSS and NRC's Region IV office may also attend the meeting.

The likely topics for discussion at the meeting are listed on the enclosed agenda. If there are any additional topics you would like to cover, or if you would like to focus on a specific area, please let me know. If you have any questions, please contact me by phone at (817) 200-1116, or by e-mail at [Binesh.Tharakan@nrc.gov](mailto:Binesh.Tharakan@nrc.gov).

Sincerely,

/RA/

Binesh K. Tharakan, CHP  
Regional State Agreements Officer  
Division of Nuclear Materials Safety

Enclosure:  
Agenda for Periodic Meeting

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Radiation Management Section  
Oklahoma Dept. of Environmental Quality  
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Agenda for Periodic Meeting

**DISTRIBUTION:**

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Duncan White, NMSS

Randy Erickson, RSAO

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OFFICE	RIV:RSAO							
NAME	BTharakan							
SIGNATURE	/RA/							
DATE	05/18/16							

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**Agenda for the Periodic Meeting with the Oklahoma Agreement State Program  
August 10, 2016**

Topic areas for discussion during the meeting may include:

1. Program challenges
2. Program reorganizations
  - a. Discuss any changes to the program organization/management, including program/staff relocations and new appointments.
3. Changes in program budget/funding
4. Feedback on the NRC's program
5. Status of the State's program, including:
  - a. Technical Staffing and Training (2014 IMPEP Rating: Satisfactory)
    - i) Number of staff in the program and status of their training and qualifications.
    - ii) Any program vacancies.
    - iii) Staff turnover since the last IMPEP review.
    - iv) Adequacy of FTEs for the materials program.
    - v) Compatibility with IMC 1248 training requirements
    - vi) Current staff qualification status
  - b. Status of the Materials Inspection Program (2014 IMPEP Rating: Satisfactory)
    - i) Changes to inspection frequency, if any
    - ii) Number of priority 1, 2, and 3, inspections performed overdue since the last IMPEP review.
    - iii) Number of priority 1, 2, and 3, inspections currently overdue.
    - iv) Number of initial inspections completed on time and overdue since the last IMPEP review.
    - v) Status of reciprocity inspections since the last IMPEP.
  - c. Technical Quality of Inspections (2014 IMPEP Rating: Satisfactory)
    - i) Status of annual inspector accompaniments
    - ii) Inspection procedure changes, if any
    - iii) Management review processes
    - iv) Significant inspection activities/challenges
    - v) Status of radiation survey instruments and equipment

Enclosure

- d. Technical Quality of Licensing (2014 IMPEP Rating: Satisfactory)
  - i) Number of licensees in the State.
  - ii) Number and types of licensing actions performed since the last IMPEP review.
  - iii) Number of licenses currently under timely renewal.
  - iv) Discussion of the use of pre-licensing guidance.
  - v) Large, complicated, or unusual authorizations for use of radioactive materials.
- e. Technical Quality of Incidents and Allegations (2014 IMPEP Rating: Satisfactory)
  - i) 2014 Recommendation: *The review team recommends that the Section provide additional training to the staff on the Section's revised standard operating procedure "Environmental Complaints Program" and associated flowcharts to ensure consistent, timely, and accurate reporting and adequate follow-up of incidents.*
  - ii) Number and status of reportable events since the last IMPEP, including follow-up and closure information in NMED.
  - iii) Status of allegations and concerns referred by the NRC for action.
  - iv) Significant events and generic implications.
- f. Compatibility Requirements (2014 IMPEP Rating: Satisfactory)
  - i) Regulations
    - a. Discuss the State's regulatory process
    - b. Discuss the status of State regulations and actions to keep regulations up to date, including the use of legally binding requirements.
    - c. Part 37 implementation status
  - ii) Legislative changes affecting the program.
- 6. Information Exchange:
  - i) Current State initiatives
  - ii) Current NRC initiatives
  - iii) Emerging Technologies
  - iv) State's mechanisms to evaluate program performance
- 7. Additional Topics
- 8. Next Steps/Meeting Summary/Q&A