

Kelly, Jason

From: Kelly, Jason
Sent: Monday, December 23, 2019 10:14 AM
To: stoma@taweelengineering.com
Subject: U.S. NRC Materials License No. 21-32150-01
Attachments: Delegation of Authority.pdf; Delegation of Authority.docx

Mr. Toma:

A review by one of our Senior License Reviewers has identified an additional item requiring clarification. The application was not apparently signed by an individual recognized as a Certifying Official (e.g., President, General Manager or Chief Operating Officer). Please clarify if in addition to your title as Radiation Safety Officer if you also serve as a management representative and have another title that would be recognized as that of a Certifying Official. If not, please provide a letter signed by a Certifying Official affirming that all or your prior statements and documents submitted under your signature are recognized by your company to be legally binding.

If applicable, please also complete the attached Delegation of Authority and also have it signed and dated by the Certifying Official in support of your continuing appointment as Radiation Safety Officer. Please have the Certifying Official complete and sign the attached Delegation of Authority for your position as Radiation Safety Officer. I have included an example Delegation of Authority in both Adobe PDF and Microsoft Word that you may edit and use. Please submit the response within 15 days. Thank you.

Please submit your response by fax at (630) 515-1078 under the cover of a signed cover letter. Include a reference to your U.S. NRC Materials License No. 21-32150-01 and Control No. 613624

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Model Delegation of Authority to Radiation Safety Officer

Memo To: Radiation Safety Officer
From: Chief Executive Officer
Subject: Delegation of Authority

You, _____, have been appointed radiation safety officer and are responsible for ensuring the safe use of radiation. You are responsible for managing the Radiation Protection Program; identifying radiation protection problems; initiating, recommending, or providing corrective actions; verifying implementation of corrective actions; stopping unsafe activities; and ensuring compliance with regulations. You are hereby delegated the authority necessary to meet those responsibilities, including prohibiting the use of byproduct material by employees who do not meet the necessary requirements and shutting down operations, when justified, to maintain radiation safety. You are required to notify management if staff does not cooperate and does not address radiation safety issues. In addition, you are free to raise issues with the U.S. Nuclear Regulatory Commission at any time. It is estimated that you will spend _____ hours per week conducting radiation protection activities.

Signature of Management Representative

Date

I accept the above responsibilities,

Signature of Radiation Safety Officer

Date

cc: Affected department heads