

| REVISIONS | | | | |
|-------------|---|--|-----------|-----------|
| REV. | DESCRIPTION | DATE | APPROVED | |
| A | Change per Change Request TR-OP-014-01 | 11/14/79 | B. Smith | |
| B | Changed per Change Request TR-OP-014-002 | 2/19/80 | B. Smith | |
| C | Changed per Change Request TR-OP-014-003 | 10/29/82 | LO Torner | |
| D | CHANGES PER CHANGE REQUEST TR-OP-014-004 | 9-29-83 | LO Torner | |
| W. Schubert | E | CHANGES PER CHANGE REQUEST TR-OP-014-005 | 6-27-85 | LO Torner |

This procedure is current at the time of submittal. Changes may be made during the effective licensing period. Changes which involve significant safety aspects of the activities authorized by the license will be formally submitted. All changes to procedures are approved by the Chem-Nuclear Safety Review Board before implementation.

CNSR SAFETY REVIEW
BOARD APPROVAL

BY William Johnson
DATE 8-30-79

8512050057 851021
REG2 LIC30
39-23004-02 PDR

REVISION STATUS

| SHEET | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | | | | | | | | | | |
|-------|---|---|---|---|---|---|---|---|--|--|--|--|--|--|--|--|--|--|
| REV. | E | E | E | E | E | E | E | E | | | | | | | | | | |
| SHEET | | | | | | | | | | | | | | | | | | |
| REV. | | | | | | | | | | | | | | | | | | |

| | | | |
|-------------------------------|------------------------|---------------------------------|--------------|
| PREPARED <u>J. H. H.</u> | DATE <u>8/17/79</u> | CHEM - NUCLEAR SYSTEMS, INC. | |
| CHECKED <u>W. Schubert</u> | DATE <u>8/21/79</u> | TITLE | |
| ENGINEER <u>N/A</u> | | Cask/Trailer/Tractor Inspection | |
| QUALITY <u>B. Smith</u> | DATE <u>8/23/79</u> | | |
| APPROVED <u>LO Torner</u> | DATE <u>9-29-83</u> | CONTRACT NO. | DOCUMENT NO. |
| | | | TR-OP-014 |
| | | REV. E | SHEET 1 |

TABLE OF CONTENTS

| | <u>PAGE NO.</u> |
|--|-----------------|
| 1.0 SCOPE | 3 |
| 1.1 Purpose | 3 |
| 1.2 Applicability | 3 |
| 2.0 REFERENCES | 3 |
| 3.0 DETAILED PROCEDURE | 3 |
| 3.1 Overview | 3 |
| 3.2 Driver's Pre-Trip Inspection | 4 |
| 3.3 HP Arrival/Release Form | 4 |
| 3.4 Outbound Tractor Inspection Form | 5 |
| 3.5 Outbound Trailer Inspection Form | 5 |
| 3.6 Summary of Cask/Trailer/Tractor Inspection Package Sequence | 6 |
| APPENDIX A - State of South Carolina Bureau of Radiological Health On-Site Inspection of Radioactive Waste Shipment Procedure . . | 7 |
| APPENDIX B - Figures | 8 |

1.0 SCOPE

.1 Purpose

To assure the overall credibility of Chem-Nuclear Systems, Inc.'s tractors, trailers, and casks. Further, to detect any possible deficiencies prior to departing the Barnwell Site en route to Chem-Nuclear Systems, Inc.'s customers.

1.2 Applicability

The details of this inspection procedure are to be followed by the Transportation Department, Health Physics Department, Transportation Maintenance Department, Quality Assurance-Barnwell, Site Operations, and all affected personnel.

2.0 REFERENCES

- 2.1 State of South Carolina Bureau of Radiological Health On-Site Inspection of Radioactive Waste Shipment Procedure (Appendix A).
- 2.2 All applicable Certificates of Compliance issued by the Nuclear Regulatory Commission.

3.0 DETAILED PROCEDURE

3.1 Overview

The following summary describes, sequentially, the major activities and forms involved in the complete inspection/corrective action/recording procedure for a single trip. Detailed instructions for completing and disseminating the forms used in the process are specified in Sections 3.2 through 3.5. A guide to the administrative flow of the inspection forms is contained in Figure 7.

| <u>Activity</u> | <u>Form</u> |
|--|--|
| Driver departs from the CNSI Barnwell Site to customer's site; inspects tractor/trailer prior to departure | Driver's Pre-Trip Inspection Form |
| Driver returns to Barnwell Site; inspects tractor/trailer after arrival. | Incidents occurring on trip recorded on Driver's Pre-Trip Inspection Form; Post-Trip Inspection Form |
| AND | |
| Incoming casks/tractor/trailer surveyed for radiation contamination | HP Arrival Survey Form |

| Activity | Form |
|--|---|
| Waste material is unloaded in trenches; empty cask/trailer inspected again for physical and mechanical defects | Cask/Trailer Outgoing (Shipment) Inspection Form |
| AND | |
| Empty casks/trailer inspected again for radiation/contamination | HP Release Survey Form |
| Safety Department inspects tractor/trailer and Maintenance completes repair work or preventive maintenance procedures, if necessary. | Outbound Tractor Inspection Form; Outbound Trailer Inspection Form |

3.2 Driver's Pre-Trip Inspection

Prior to departing CNSI's Barnwell Site, the driver completes the Driver's Vehicle Condition Report [Figure 1 (Tractor) and Figure 2 (Trailer)]. The driver shall fill in the tractor number, trailer number, driver's name, date due out, mileage out, and then complete the inspection form. During the trip, the driver shall make notations on the Driver's Vehicle Condition Reports of items that occur. At the end of the trip, the driver completes post-trip portions of Figures 1 and 2. The driver shall record date in, time in, and mileage in. The driver shall list any special items under special instructions, signs, dates, and turns in completed form to the Manager Transportation Maintenance.

3.3 HP Arrival/Release Form (Figure 3)

3.3.1 The HP Arrival portion is completed in triplicate by HP (Health Physicist/Radiation Protection Technician) when a shipment arrives at the Barnwell Site. After the tractor/trailer/cask has been surveyed and the HP Arrival portion of form is signed by the incoming HP, the HP attaches it to the RSM (Radioactive Shipment Manifest) Form and forwards it to the State of South Carolina, Bureau of Radiological Health On-Site Inspector (Appendix A) for his stamp of review. After the State On-Site Inspector stamps the AS Form, the HP Arrival/Release Form and RSM Form are sent with the shipment to the burial site and are given to the HP at the trench for review prior to offloading.

After the offload procedure has been completed, the HP at the offload area records trench location on the HP RSM Form. The HP Arrival/Release Form and the RSM Form are given to the offload leadman who returns the paperwork with the tractor/trailer/cask to the Cask Maintenance Building. See Step 3.3.2 for distribution of the HP Arrival/Release Form.

- 3.3.2 The release portion of the HP Arrival/Release Form is completed by the HP at the outgoing inspection point prior to the tractor/trailer/cask being released from the controlled exit gate at the Barnwell Site. The cask lid and underside of the rain cover shall be swiped prior to placing the rain cover in position (if applicable).

NOTE: WITHOUT EXCEPTION, THE TRACTOR/TRAILER/CASK IS NOT RELEASED FROM THE BARNWELL SITE UNTIL THIS FORM IS COMPLETED AND REVIEWED BY THE OUTGOING HP.

The HP attaches the HP Arrival/Release Form to the RSM Form and forwards them to the HP Supervisor for his review and signature. The HP Supervisor forwards the Survey Form to the State On-Site Inspector who delivers the RSM Form and the original HP Arrival/Release Form to the Radioactive Shipment Records Clerk. The Records Clerk distributes one copy of the HP Arrival/Release Form to Transportation and files one in the Radioactive Shipment file for customer consultation, as necessary.

3.4 Outbound Tractor Inspection Form (Figure 4)

The Outbound Tractor Inspection Form shall be completed by the Safety/Equipment Inspector and under the direction of the Safety/Training Manager on each CNSI tractor being dispatched. All identified deficiencies must be noted by the Inspector. The Maintenance Supervisor, or his designated representative, shall review Figure 4 and write up a Maintenance Work Order (Figure 5). The mechanic will sign that he has made all corrections noted on the work order. The Maintenance Supervisor or Shift Supervisor will review and initial all repair work completed. A copy of Figure 4 shall be filed in the Safety Inspector's file. A copy of Figure 5 may be filed in the trip package or Maintenance Unit Equipment jacket. The Transportation Safety/Training Manager shall be consulted for guidance and approval in repairs to be conducted.

3.5 Outbound Trailer Inspection Form (Figure 6)

The Outbound Trailer Inspection Form shall be completed for each CNSI trailer being dispatched. The Safety/Equipment Inspector will complete the form, indicating results of inspection. The Maintenance Supervisor or Shift Supervisor shall review Figure 6 and write up a Maintenance Work Order (Figure 5). The mechanic will sign that he has made all corrections noted on work order. The Maintenance Supervisor or Shift Supervisor will review and initial all repair work completed. The Transportation Safety/Training Manager shall be consulted for guidance and approval in repairs to be conducted. A copy of Figure 6 shall be filed in the Safety Inspector's file. A copy of Figure 5 may be filed in the trip package or the Maintenance Unit Equipment jacket.

3.6 Summary of Cask/Trailer/Tractor Inspection Package Sequence
(Figure 7)

The Cask/Trailer/Tractor Inspection Sequence Form is a guide to the administrative flow of inspection forms utilized by this procedure.

APPENDIX A

STATE OF SOUTH CAROLINA BUREAU OF RADIOLOGICAL HEALTH ON-SITE
INSPECTION OF RADIOACTIVE WASTE SHIPMENT PROCEDURE

(3 PAGES)



BOARD

William M. Wilson, Chairman
William C. Moore, Jr., D.M.D., Vice-Chairman
I. DeQuincey Newman, Secretary
Leonard W. Douglas, M.D.
George G. Graham, D.D.S.
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C. Maurice Patterson

SOUTH CAROLINA DEPARTMENT OF HEALTH AND ENVIRONMENTAL CONTROL

Albert G. Randall, M.D., M.P.H.
Commissioner

Sims-Aycock Buildings
2600 Bull Street, Columbia, SC 29201

May 15, 1979

Mr. David G. Ebenhack
Manager, Health and Safety
Chem-Nuclear Systems, Inc.
P. O. Box 726
Barnwell, South Carolina 29812

Dear Mr. Ebenhack:

It is requested that the revised procedures be followed by your personnel regarding submission of Radioactive Survey Shipment Records and related paperwork to the Bureau of Radiological Health's on-site inspector. These procedures supersede those issued April 23, 1979.

Even though the radioactive waste shipment records and shipments are reviewed and inspected by Bureau personnel, we do not consider that this constitutes acceptance and approval, and does not relieve Chem-Nuclear of any of its responsibilities under the conditions of its license.

If you have any questions, please do not hesitate to contact us.

Very truly yours,

Heyward G. Shealy, Chief
Bureau of Radiological Health

HGS:VRA:bo

Enclosure

REVISED INTERIM PROCEDURES FOR THE BUREAU OF RADIOLOGICAL HEALTH
ON-SITE INSPECTOR FOR REVIEWING AND PROCESSING RADIOACTIVE SHIPMENT
RECORDS

- A. Procedures to be followed while the Bureau of Radiological Health inspector is present on the site:
1. The licensee shall only receive radioactive waste authorized by S. C. Radioactive Material License No. 097.
 2. The licensee shall receive radioactive shipment records and related paperwork from customer/carrier, review, perform surveys, complete inspections of shipments, and identify any discrepancies.
 3. Upon completion of the licensee's survey and inspection of the shipment, and recording of survey results, the radioactive shipment survey report and all related paperwork shall be submitted to the Bureau of Radiological Health inspector in the Bureau of Radiological site office.
 4. The licensee shall not allow a radioactive waste shipment to enter the restricted area until the radioactive shipment survey report and all related paperwork has been received by the Bureau of Radiological Health inspector. This includes in-coming shipments delivered for later burial.
 5. The radioactive shipment survey record and related paperwork shall be stamped in RED in the left bottom portion of the first page by the Bureau of Radiological Health inspector before the shipment can enter the Restricted area of the site.
 6. Upon completion of off-loading operations, the radioactive shipment survey record and all related paperwork shall be resubmitted to the Bureau of Radiological Health inspector in the Bureau of Radiological Health site office to be initialed in the RED stamped portion of the first page.

B. Procedures to be followed while the Bureau of Radiological Health inspector is not present on the site:

1. The licensee shall only receive radioactive waste authorized by S. C. Radioactive Material License No. 097.
2. The licensee shall receive radioactive shipment records and related paperwork from customer/carrier, review, perform surveys, complete inspections of shipments, and identify any discrepancies.
3. Any shipments received which do not meet license conditions, site criteria, or DOT and state shipping requirements, shall be retained in the confines of the restricted area and held for inspection by the Bureau of Radiological Health inspector.
4. All shipments accepted by the licensee which meet all requirements can be buried.
5. All radioactive shipment survey records and related paperwork for all shipments received and accepted shall be submitted to the Bureau of Radiological Health inspector upon his arrival in the Bureau of Radiological Health site office.
6. All radioactive shipment survey records and related paperwork shall be stamped in RED and initialed in the left bottom portion of the first page.

It will be the responsibility of the licensee to retain and submit all radioactive shipment survey records and related paperwork to the Bureau of Radiological Health inspector in the Bureau of Radiological Health site office prior to submission to the billing department.

APPENDIX B
FIGURES
(7 PAGES)

DRIVER: CHECK (✓) ITEMS

CHEM-NUCLEAR SYSTEMS, INC.

DRIVER'S VEHICLE CONDITION REPORT

FIGURE 1

TO _____
LESSEE

TRUCK NO. OR
TRACTOR NO. _____

DATE IN _____

DATE

DUE OUT _____

TRAILER NO. _____

TIME IN _____

TIME

DUE OUT _____

DRIVER _____

MILEAGE IN _____

MILEAGE OUT _____

☐ ☐ PREVENTIVE MAINTENANCE INSPECTION

Neglecting a small defect today, may mean a major repair job tomorrow

Mechanic's
Driver's

Engine

- ☐ Check for Oil, Water and Fuel Leaks
- ☐ Knocks
- ☐ Misses
- ☐ Hard Starting
- ☐ Overheating
- ☐ Other _____

Clutch

- ☐ Check for Slipping or Grabbing
- ☐ Other _____

Transmission

- ☐ Noisy
- ☐ Hard Shifting
- ☐ Leaks
- ☐ Other _____

Rear Axle

- ☐ Noisy
- ☐ Grease Leaks
- ☐ Other _____

Mechanic's
Driver's

Miscellaneous

- ☐ Drive Line
- ☐ 5th Wheel, Safety Chains and Pintle Hook
- ☐ Door Glass, Windshields and Mirrors
- ☐ Other _____

Refrigeration

- ☐ Will Not Cool
- ☐ Other _____

Steering

- ☐ Looseness
- ☐ Shimmy
- ☐ Steers Hard
- ☐ Other _____

Tires

- ☐ Repair Tire
- ☐ Check Spare
- ☐ Check Wheels and Lug Bolts
- ☐ Other _____

Mechanic's
Driver's

Springs

- ☐ Broken
- ☐ Other _____

Brakes

- ☐ Check Trl. Connections
- ☐ Parking Brakes
- ☐ Service Brakes
- ☐ Check for Air or Hydraulic Leaks
- ☐ Other _____

Instrument Panel

- ☐ Oil Pressure Gauge
- ☐ Ammeter
- ☐ Horn
- ☐ Windshield Wipers
- ☐ Speedometer
- ☐ Other _____

Electrical

- ☐ Check Trailer Light Cord
- ☐ Lights: Head, Tail, Stop, Turn, Clearance
- ☐ Reflectors
- ☐ Other _____

WRITE SPECIAL INSTRUCTIONS HERE

Work performed by _____

Date _____



TRAILER/CASK

CHEM-NUCLEAR SYSTEMS, INC.
DRIVER'S VEHICLE CONDITION REPORT

FIGURE 2

TO: _____ TRIP NUMBER _____

TRACTOR NO. _____ DATE IN _____ DATE DUE OUT _____

TRAILER NO. _____ TIME IN _____ TIME DUE OUT _____

DRIVER _____ MILEAGE IN _____ MILEAGE OUT _____

| INTERSTATE COMMERCE COMMISSION REGULATIONS REQUIRE EACH PART LISTED TO BE INSPECTED If not defective, use check mark. If defective, describe defect. | | | | | | | | | | | |
|---|--|---------------------|--------------------|----------------|--|-----------------------------|--|---------------------|--------------------|----------------|--|
| MARK CLEARLY ALL DAMAGE OR DEFICIENCY FOUND BY INSPECTION | | | | | | | | | | | |
| PRE-TRIP/INITIAL INSPECTION | | | | | | POST-TRIP/RETURN INSPECTION | | | | | |
| | | | | | | | | | | | |
| CLEARANCE LIGHTS | | Front | Rear | Stop Light | | CLEARANCE LIGHTS | | Front | Rear | Stop Light | |
| SIDE MARKERS | | Left | Right | Tail Lights | | SIDE MARKERS | | Left | Right | Tail Lights | |
| REFLECTORS | | Left Side | Right Side | Turn Signals | | REFLECTORS | | Left Side | Right Side | Turn Signals | |
| FLAPS | | Rear End Protection | Springs | Ident. Lights | | FLAPS | | Rear End Protection | Springs | Ident. Lights | |
| Container/Chassis Clamps | | Wiring | SAE A1A 7-Way Plug | | | Container/Chassis Clamps | | Wiring | SAE A1A 7-Way Plug | | |
| ACCESSORIES | | Tarps | Cross Bows | Chains Binders | | ACCESSORIES | | Tarps | Cross Bows | Chains Binders | |
| OTHER | | | | | | OTHER | | | | | |
| Air or Vacuum Loss | | Hose | Connections | Tubing | | Air or Vacuum Loss | | Hose | Connections | Tubing | |
| Relay Emergency Valve | | Linings | Other Defects | | | Relay Emergency Valve | | Linings | Other Defects | | |
| POSITION BRAND NO | | CONDITION | POSITION BRAND NO | CONDITION | | POSITION BRAND NO | | CONDITION | POSITION BRAND NO | CONDITION | |
| LO FRONT | | | RO FRONT | | | LO FRONT | | | RO FRONT | | |
| LI FRONT | | | RI FRONT | | | LI FRONT | | | RI FRONT | | |
| LO MIDDLE | | | RO MIDDLE | | | LO MIDDLE | | | RO MIDDLE | | |
| LI MIDDLE | | | RI MIDDLE | | | LI MIDDLE | | | RI MIDDLE | | |
| SPARE | | | SPARE | | | SPARE | | | SPARE | | |
| LO REAR | | | RO REAR | | | LO REAR | | | RO REAR | | |
| LI REAR | | | RI REAR | | | LI REAR | | | RI REAR | | |
| WRITE SPECIAL INSTRUCTIONS HERE | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

Work performed by _____

Date _____

AS 39804
TRENCH

DATE: _____ TIME: _____

ARRIVAL SURVEY RATES (MAXIMUM)

| FS | REMARKS |
|----|---------|
| | |
| | |
| | |
| | |
| | |

WITHIN DOT LIMITS

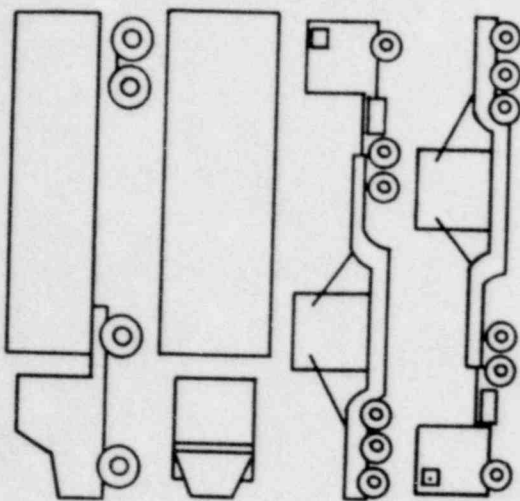
| YES | NO |
|-----|----|
| | |
| | |
| | |
| | |

Sealed ☐ Yes ☐ No

O = mr/hr Δ = opposite side mr/hr

X = Smears

H. P. Technician _____

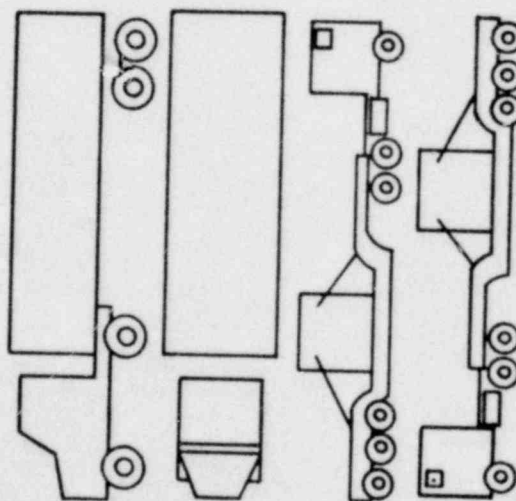


P. RELEASE SURVEY DOSE RATES

| |
|-----------------|
| cm ² |
| |
| |
| |

| |
|-------------------|
| 10cm ² |
| |
| |
| |

| YES | NO |
|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |



Total Dose (Offloading Crew) _____ mrem

Released: Date _____

Time: _____

Technician: _____

Remarks: _____

Inspection: Yes ☐ No ☐

Results: _____

H. P. Technician _____

H. P. Supervisor _____

FIGURE 3

OUTBOUND TRACTOR INSPECTION

FIGURE 4

DATE _____ VEHICLE NO. _____ MILEAGE: HUB _____ TAC _____
 CLOCK CHART REPLACED ☐ Yes ☐ No EMERGENCY KIT: METER CAL. DATE _____ SERIAL NO. _____

Inspector performing inspection on above listed vehicle to place (✓) mark in one of the columns below:

| NUMBER | INSPECTION | OK | DEF | REP | NUMBER | INSPECTION | OK | DEF | REP |
|-------------|--|----|-----|-----|--------------|--|----|-----|-----|
| I. | TRACTOR CAB/FRAME | | | | VIII. | BRAKES | | | |
| | 1. Cracked/broken glass | | | | | 1. Emergency brake rel. | | | |
| | 2. Damage cab and fuel tanks | | | | | 2. Ck. adjustments and air leaks | | | |
| | 3. Cracks, damaged 5th wheel | | | | | 3. Service brakes applied check air | | | |
| | 4. Loose mounting bolts to 5th wheel | | | | IX. | OIL LEAKS | | | |
| II. | LIGHTS AND AIR HOSES | | | | | 1. Transmission plates and output seal | | | |
| | 1. Clean lights, ck. for proper operation (brake, turn, 4-way) | | | | | 2. Differential leaks & input seals | | | |
| | 2. Airlines for chaffing Bad gladhand seals | | | | | 3. Hubs and wheels | | | |
| | 3. Damaged or missing reflector | | | | X. | SPRINGS AND SHACKLES | | | |
| III. | HORN AND WINDSHIELD WASHER/WIPERS | | | | | SPRING PADS EQUALIZER | | | |
| | 1. Air and Elec. horn | | | | | 1. Broken or shifted leafs | | | |
| | 2. Wiper operation & wiper blades | | | | | 2. Loose U bolts, center bolts, worn or broken | | | |
| IV. | SAFETY EQUIPMENT | | | | | 3. Broken shackles or pads | | | |
| | 1. Missing Placards | | | | | 4. Torque arm mounts/bolts | | | |
| | 2. Missing/Damaged items | | | | XI. | DRIVE TRAIN | | | |
| V. | INSTRUMENT PANEL | | | | | 1. Input and output yokes for excessive play | | | |
| | 1. Inst. for proper Oper. | | | | | 2. Slip joint and U joint for excess. play, brake rel. | | | |
| | 2. Warning lights and buzzers | | | | XII. | TIRES AND WHEELS | | | |
| VI. | STEERING | | | | | 1. Inspect for loose studs or plugs | | | |
| | 1. Excessive play in wheel | | | | | 2. Cracked or damaged rim | | | |
| | 2. Excessive play in drag links and tie-rod ends | | | | | 3. Tire pressure, abnormal wear, damaged tires | | | |
| VII. | ENGINE | | | | XIII. | EMERGENCY EQUIPMENT | | | |
| | 1. Excessive leaks, oil and water | | | | | 1. Fire extinguisher | | | |
| | 2. Loose or worn belts | | | | | 2. Flags, flares, reflectors | | | |
| | 3. Loose or broken bracket (filter, air cond., etc.) | | | | | | | | |

NOTE OTHER DISCREPANCIES:

LOCATION:

INSPECTOR:

TRAILER INSPECTION

FIGURE 6

TRAILER NO. _____ MILEAGE _____ DATE _____

SERIAL NO. _____

TRIP NO. _____

LICENSE AND STICKERS

S.C. Base Plate No. _____ S.C. Safety Sticker Date _____

N.Y. T.M.T. No. _____ Inspection and Service Date _____

FRAME AND SUSPENSION CONDITION

Left spring and suspension unit _____ Frame Welds _____

Right spring and suspension unit _____ General Condition _____

LIGHTS AND REFLECTORS

Left side marker lights _____ Right side marker lights _____

Rear marker/tail lights _____ Right side reflectors _____

Left side reflectors _____ Stop lights _____

Rear reflectors _____ Turn signals _____

Plug and wiring _____ Plate Indento light _____

BRAKE SYSTEM

Brake Air Lines _____ Brake Lining, Drums _____

Air Leaks _____ Brake Pots and Cams _____

(Check for broken or chafing hoses,
lines and brake adjustment)

TIRES, WHEELS AND LUGS

LFO _____ RFO _____

LFI _____ RFI _____

LMO _____ RMO _____

LMI _____ RMI _____

LRO _____ RRO _____

LRI _____ RRI _____

Spare Tire _____

(Check for missing lugs, tire wear, oil in hub caps)

Comments _____

CASK NO. _____

Hold down bolts _____

Chains and Binders _____

General Appearance _____

Radioactive placards _____

Spare gasket box: Yes _____ No _____

Yellow II Sticker Yes _____ No _____

Signature of Inspector _____

Signature of Maintenance Supervisor _____

Date _____

CASK/TRAILER/TRACTOR INSPECTION PACKAGE SEQUENCE

| <u>FORM</u> | <u>INITIAL BY</u> | <u>FORWARDED TO/DELIVERED TO</u> | <u>REMARKS</u> |
|--|----------------------------------|---|---|
| Driver's Pre/Post-Trip Inspection (Tractor) (Figure 1) | Driver-Technician | Manager Transportation Maintenance | Driver fills out prior to trip, completes on return to Site. Turns in to Manager Transportation Maintenance. |
| Driver's Pre/Post-Trip Inspection (Trailer) (Figure 2) | Driver-Technician | Manager Transportation Maintenance | Driver fills out prior to trip, completes on return to Site. Turns in to Manager Transportation Maintenance. |
| HP Arrival Survey Form (Figure 3) | Site HP on arrival | On completion, deliver to State Inspector | Original to RSM; one copy to the Radioactive Shipment File. One copy may be filed in trip package. |
| HP Release Survey Form (Figure 3) | Site HP on release | On completion, deliver to HP Supervisor | Original to RSM; one copy to the Radioactive Shipment File. One copy may be filed in trip package. |
| Outbound Tractor Inspection Form (Figure 4) | Transportation Safety Department | Maintenance Supervisor or Shift Supervisor | Deliver to Maintenance Supervisor for corrective action. Copy shall be filed in the Safety Inspector's file. |
| Work Order (Figure 5) | Maintenance Supervisor | Maintenance Mechanic | Upon completion of assigned work, return back to Maintenance Supervisor or Shift Supervisor for review. Copy may be filed in trip package or Maintenance Equipment file. |
| Outbound Trailer/Cask Inspection Form (Figure 6) | Transportation Safety Department | Maintenance Supervisor or Shift Supervisor | Deliver to Maintenance Supervisor. Copy shall be filed in the Safety Inspector's file. |
| Completed Inspection Package (Figure 7) | Maintenance Supervisor | Manager Transportation Operations or Dispatcher | On completion of all forms and all necessary work requests, submit entire package (enclosures may consist of Figures 1 through 6) to the Manager Transportation Operations for filing. Any outstanding work requests (awaiting parts, etc.) are to remain on the backlog in the Maintenance Shop. |