



October 23, 1985

U.S. Nuclear Regulatory Commission
Region III Licensing Section
799 Roosevelt Road
Glen Ellyn, IL 60137

RE: Control No. 79869

Gentlemen:

This is in reference to your letter dated October 18, 1985 requesting additional information to complete the amendment to our NRC License No. 48-20304-01. Please find the requested information enclosed in duplicate.

Sincerely,

A-TECH, INC.

Lowell L. Leitzke
Assistant to the President

LLL/njw

enclosure

RECEIVED

OCT 25 1985

REGION III

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REG3 LIC30
48-20304-01 PDR

TROXLER ELECTRONIC LABORATORIES, INC.

HEREBY CERTIFIES THAT

LOWELL L. LEITZKE

of

A-TECH, INC.

HAS SUCCESSFULLY COMPLETED THE TROXLER ELECTRONIC LABORATORIES, INC.
TRAINING COURSE FOR THE USE OF NUCLEAR TESTING EQUIPMENT.

SUBJECTS INCLUDED IN THIS COURSE WERE AS FOLLOWS:

Radiological Safety

1. Principles and practices of radiation protection.
2. Leak testing procedures.
3. Mathematics and calculations basic to the use and measurement of radioactivity.
4. Biological effects of radiation.
5. Radioactivity measurement standardization and monitoring techniques and instruments.
6. Accident and incident procedures.
7. Procedures for nuclear gauge storage and transportation.
8. General safety precautions.

Gauge Operation

1. Instrument theory
2. Operating procedures
3. Maintenance
4. Field application
5. Gauge calibration

Michael E. Troxler
INSTRUCTOR

5/24/83

DATE

W.F. TROXLER

PRESIDENT

№ 02697



RADIATION PROTECTION PROGRAM
Standard Operating Procedures

1. Radiation Protection Officer

A. Lowell L. Leitzke has been designated as the A-Tech Radiation Protection Officer and will assume duties and responsibilities that include:

1. Assuring that all terms and conditions of the license are being met and that the information contained in the license is up-to-date.
2. Assuring that the equipment has been leak tested at least every six months and that the leak test is performed in the manner prescribed by the equipment manufacturer.
3. Assuring that the equipment is used only by individuals that have been properly trained and authorized and that all operators wear film badges when transporting or utilizing the equipment.
4. Maintaining the records as required by the license and the regulations. These records shall include personnel exposure records, leak test records and training certificates for all users.
5. Assuring that the equipment is properly secured against unauthorized removal at all times when it is not in use.
6. Serving as a point of contact and giving assistance in case of emergency such as equipment damaged in the field, fire or theft and notifying the proper authorities in case of emergency.
7. Assuring that all operators have read and understand the Radiation Safety operating and emergency procedures.
8. Physically inventoring the sources at least once quarterly.
9. Coordinating the safe use of the nuclear gauging equipment and ensuring compliance with the requirements of Title 10, Code of Federal Regulations, parts 19, 20, 30, 71 and applicable department of transportation regulations.



2. Operating Procedures

A. Transportation of Equipment

1. All possible means shall be provided to ensure that the equipment is fully secured in the transporting vehicle and the equipment is away from the passenger compartment. When transporting in a van, the instrument shall be placed as far away as possible from the passengers, when transporting in a car, the instrument shall be placed in the trunk. The vehicle shall remain locked at all times when it is not attended.
2. The gauge will be transported in the Troxler transportation case. The US Department of Transportation requires that the gauge be transported in a properly labeled carrying case. Do not remove or cover up any labels on the case.
3. The gauge can be transported by cargo aircraft only. If air transportation is required contact Lowell Leitzke to make arrangements.

B. Utilization Procedures

1. When the gauge is in the field, you as the authorized user must maintain control over the gauge at all times. The gauge must never be left unattended.
2. When not making measurements, the gauge will be placed in the transportation case, and returned to a locked vehicle (when in the field) or its permanent storage area as soon as possible. The gauge is to be used for its intended use only, by doing so you will maintain any radiation exposure to as low as reasonably attainable.
3. When using or transporting the equipment, you will wear the film badge that has been assigned to you. When you are not using the equipment, your film badge is to be stored in the radiation free area that has been designated by Lowell Leitzke.

C. Maintenance and Leak Test Procedures

1. Periodic maintenance will include cleaning the gauge. During any maintenance, you must wear your personal film badge.



2. No maintenance will be performed in which the radioactive source is dismantled or removed from the gauge. For this type of maintenance, the gauge will be returned to the manufacturer.
3. The leak test will be performed using the Troxler Model 3880 Leak Test Kit. The leak test will be performed under the manufacturer's instructions. Again, the personal film badge will be worn and all means to limit radiation exposure will be employed. Gauges will be leak tested at intervals not to exceed six (6) months.

3. Emergency Procedures

A. In the event of physical damage to a gauge, the following will be performed:

1. Immediately cordon off an area around the gauge. An area radius of 15 feet will be sufficient. Do not let any unauthorized persons into this area.
2. If a vehicle is involved, it must be stopped until the extent of contamination, if any, can be established.
3. A visual inspection of the gauge is to be made to determine if the source housing and/or shielding has been damaged.
4. At the earliest possible time, when the situation is under control, you must contact Lowell Leitzke at (414) 733-7324 (work), or (414) 731-3550 (home). Describe the present conditions and follow his instructions.

B. In the event the gauge is lost or stolen, immediately notify the Radiation Safety Officer which is Lowell Leitzke, at the above telephone number.

4. Storage of gauges

A. Permanent storage area

1. The storage area in the extreme northeastern corner of the lower level at 2631 N. Meade Street shall be designated the permanent storage area for surface moisture gauges. It is designated as a "Restricted Area", and shall be so posted.



2. The door on this storage area shall remain locked at all times except when removing or returning equipment. Access shall be controlled by the Radiation Protection Officer.
3. A Form NRC-3 "Notice to Employers" shall be posted on the outside of this door and shall not be removed nor covered up.
4. Copies of 10 CFE Part 19, 10 CFE Part 20, our license, operating procedures, and any other required documents shall be posted on the outside of this door and shall not be permanently removed nor covered up.
5. Any questions regarding these procedures, safety, or operation of equipment should be referred to the A-Tech Radiation Protection Officer who either has the answer or will obtain it for you.

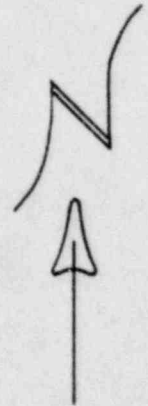
LOWER LEVEL

2631 N. MEADE ST.
APPLETON, WISCONSIN

$\frac{1}{8}'' = 1'-0''$



GAUGE STORAGE AREA



A-TECH
OFFICE

DOWN
UP

STORAGE

8'-9"

7'-0"

9'-3"

NEAREST POTENTIALLY
OCCUPIED AREA

DOWN

