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GULF NUCLEAR, INC.

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U.S. NUCLEAR REG.  
COMMISSION  
NMSS MAIL SECTION

(NRC PUBLIC DOCUMENT ROOM)

December 7, 1978

United States Nuclear Regulatory Commission  
Transportation Branch  
Washington, D.C. 20555

Dear Sir:

Attached is a copy of the requirement for a Quality Assurance Program to comply with Appendix E of Part 71. This program will be active at all Gulf Nuclear, Incorporated facilities.

Very truly yours,

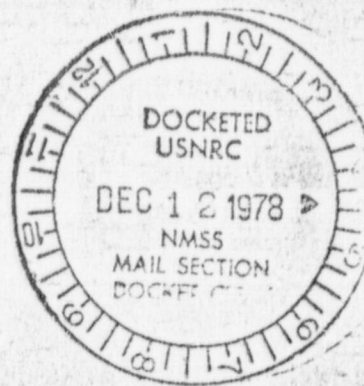
*Frank A. Malek, Jr.*

Frank A. Malek, Jr.  
Radiation Safety Officer

FAM/dfc

Enclosure

cc: Texas State Department of Health  
Radiation Section



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## GULF NUCLEAR, INC.

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### A QUALITY ASSURANCE PROGRAM FOR APPENDIX E TO PART 71

GULF NUCLEAR, INC.

December 7, 1978

#### 1. Organization:

The final responsibility for the quality assurance program for Appendix E to Part 71 rests solely with Gulf Nuclear, Inc. and its management. Design and fabrication shall not be conducted under this quality assurance program. This program is implemented using the following organization chart.

PRESIDENT  
RADIATION PROTECTION OFFICER

WALTER P. PEEPLES, JR.

VICE PRESIDENT

ELICK H. ACREE

VICE PRESIDENT

SUNYA L. FITZ

RADIATION SAFETY OFFICER

FRANK A. MALEK, JR.

The Radiation Safety Officer, Frank A. Malek, Jr. is responsible for overall administration of the program, training and certification, document control and auditing.

Packers and shippers are responsible for handling, storing, shipping, inspection, test and operating status and record keeping. This area is generally manned by professionals (that is degrees), technicians and assistants.

#### 2. Quality Assurance Program:

The management of the Gulf Nuclear, Inc. program establishes and implements this quality assurance program. Training prior to engagement, for all quality assurance functions, is required according to procedures. Quality assurance program revisions will be made according to written procedures, engineering procedures and specific revisions of the package design approval are satisfied.



This quality assurance program will emphasize control of the characteristics of the package which are critical to safety.

3. Document Control:

All documents related to a specific shipping package will be controlled through the use of written procedures. All document changes will be performed according to written procedures approved by management.

The Radiation Safety Officer shall ensure that all quality assurance functions are conducted in accordance with the latest applicable changes to these documents.

4. Handling, Storage and Shipping:

Written safety procedures concerning the handling, storage and shipping of packages for certain special form radioactive materials will be followed. Shipments will not be made unless all tests, certifications, acceptances and final inspections have been completed. Work instructions will be provided for handling, storage and shipping operations.

5. Inspection, Test and Operating Status:

Inspection, test and operating status of packages for certain special form radioactive materials will be indicated and controlled by written procedures. Status will be indicated by tag, label, marking or log entry. Status of nonconforming parts of packages will be positively maintained by written procedures.

Shipping personnel shall perform the regulatory required inspections and tests in accordance with written procedures. The Radiation Safety Officer shall ensure that these functions are performed.

6. Quality Assurance Records:

Records of package approvals (including references and drawings), procurement, inspection, tests, operating logs, audit

results, personnel training and qualifications and records of shipments will be maintained. Descriptions of equipment and written procedures will also be maintained.

These records will be maintained in accordance with written procedures. The records will be identifiable and retrievable. A list of these records, with their storage locations, will be maintained by the Radiation Safety Officer.

7. Audits:

Established schedules of audits of the Quality Assurance Program will be performed using written check lists. Results of audits will be maintained and reported to management. Audit reports will be evaluated and deficient areas corrected. The audits will be dependent on the safety significance of the activity being audited, but each activity will be audited at least once per year. Audit reports will be maintained as part of the quality assurance records. Members of the audit team shall have no responsibility in the activity being audited.