

**West Valley Site Management Program
RECORD OF REVISION AND DISTRIBUTION**

TITLE: Radiation Safety Committee for the Retained Premises

RP-RPP001.00

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Edward Traverso, RSO, RP-RSC, Controlled Binder 1	
Tom Attridge, RP-RSC Controlled Binder 2	
Paul Bembia, RP-RSC Controlled Binder 3	
RP-RSC Controlled Binder 4 (<i>never issued</i>)	
Jean Williams, RP-RSC Controlled Binder 5	
Duane Quayle, EnergySolutions, (Radiation and Safety Contractor Manager) RP-RSC Controlled Binder 6	
Central Files 10512-12 – RP-RSC Controlled Binder 7	
Elizabeth Lowes, RP-RSC Controlled Binder 8	
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SUBJECT: Radiation Safety Committee for the Retained Premises

RP-RPP001.00

1.0 PURPOSE

This document establishes the framework for a Part 20 Radiation Safety Committee (Part 20 RSC) to oversee activities involving the possible exposure to radioactive materials or contamination discovered on the Retained Premises. This committee will oversee the radiation protection of personnel working on the Retained Premises, and ensure that all such activities performed on the Retained Premises are completed in compliance with 10 CFR Part 20: *Standards for Protection Against Radiation*, the Retained Premises Radiation Protection Program (RP-RPP) and the U.S. Nuclear Regulatory Commission (NRC) license CSF-1.

2.0 MEMBERSHIP

The West Valley Site Management Program (WVSMP) Part 20 RSC is comprised of the WVSMP Director representing executive management, assigned WVSMP Program Managers, the WVSMP Radiation Safety Officer (RSO), and the WVSMP Safety and Health Supervisor.

3.0 RESPONSIBILITY

The Part 20 RSC will be responsible for exercising effective oversight of the RP-RPP.

4.0 DUTIES

To effectively fulfill its responsibilities, the Part 20 RSC will:

- Be familiar with all pertinent regulations and As Low as Reasonably Achievable (ALARA) policies and practices.
- Establish training program requirements for all individuals working with, or in the vicinity of, radioactive materials.
- Review summaries of occupational dose records, radiological facility surveys, area monitoring results, radioactive emission measurements, and any other environmental data collected to ensure that individual and collective doses are maintained ALARA.
- Review all work activities that involve contact with radioactive materials.
- Prescribe special conditions that will be required during a proposed work activity (e.g., personnel monitoring, bioassay requirements, etc.).

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- Conduct annual audits of the RP-RPP to determine that associated activities are being conducted safely and in accordance with 10 CFR 20. The committee will consider and/or act on the audit recommendations or findings.
 - Review summaries of all radioactive material incidents or other radiation safety problems; investigate and evaluate the cause of the incident or problem; recommend, initiate, and/or provide for corrective actions; and verify implementation of corrective actions.
 - Review and approve radiation protection procedures and WVSMP policies for the Retained Premises prior to their implementation to ensure that the revised program is in accordance with regulatory requirements and will not decrease the effectiveness of the RP-RPP.

5.0 RECORDKEEPING

Meeting minutes will include, at a minimum, the date of the meeting; members, both present and absent; and a summary of discussions and recommendations from the meeting. The minutes will also list and status any outstanding action items. A copy of the finalized minutes will be maintained in the WVSMP Central Files.