




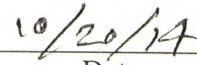
Dayton Office

October 20, 2014


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

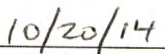
You, Mitchell T. Hardert, have been appointed radiation safety officer and are responsible for ensuring the safe use of radiation. You are responsible for managing the Radiation Protection Program, identifying radiation protection problems, initiating, recommending, or providing corrective actions, verifying 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 byproducts 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 two (2) hours per week conducting radiation protection activities.


Alvin C. Banner, President & COO


Date

I accept the above responsibilities,


Mitchell T. Hardert, Chief Engineer/
Radiation Safety Officer


Date

TROXLER ELECTRONIC LABORATORIES, INC.

HEREBY CERTIFIES THAT

MITCHELL HARDET

of

CBC ENGINEERS & ASSOC LTD

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

CERTIFICATE #: 080560

HARVEY DUNLEVY

INSTRUCTOR

3/24/98

DATE

WILLIAM F. TROXLER

PRESIDENT



CONVERSATION RECORD

10/17/2014

NAME OF PERSON(S) CONTACTED OR IN CONTACT WITH YOU Mitchell T. Hardert, P.E., proposed Radiation Safety Officer		DATE OF CONTACT 10/17/2014	TYPE OF CONVERSATION <input type="checkbox"/> E-MAIL <input checked="" type="checkbox"/> TELEPHONE <input type="checkbox"/> INCOMING <input checked="" type="checkbox"/> OUTGOING
E-MAIL ADDRESS mitchhardert@cbceng.com		TELEPHONE NUMBER (937) 428-6150	

ORGANIZATION CBC Engineers & Associates, Ltd.	DOCKET NUMBER(S) 030-35192
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LICENSE NUMBER(S) 34-26768-02	CONTROL NUMBER(S) 584644
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SUBJECT
Our review of your license amendment request letter dated August 19, 2014

SUMMARY

We have reviewed your request to amend your radioactive materials license to add Mitchell T. Hardert as your Radiation Safety Officer (RSO), and find that we are unable to continue this action until we have received additional information noted below. Refer to NUREG 1556, Vol. 1, found at <http://www.nrc.gov/reading-rm/doc-collections/nuregs/staff/sr1556/v1/r1>, when providing additional detail regarding responses surrounding the qualifications and training required for the proposed RSO. Please provide your response with copies of requested documents and/or on typed 8.5" x 11" sheets, as applicable. For your convenience, copies of the relevant pages from the NUREG 1556 guidance volumes are attached. Include a signed and dated cover letter with your response.

Direct any questions you have to me at (630) 829-9892 or sara.forster@nrc.gov.

Submit requested information within 14 days of this record, referencing Control No. 584644, as listed at the top of this memo. Please FAX your response to my attention at (630) 515-1078. You may also scan your response and send to me via email, as a pdf file.

As discussed, we expect to receive your written response on or before October 31, 2014.

ACTION REQUIRED (IF ANY)

1. Please note the responsibilities and duties the NRC expects of designated RSO. In our conversation, we discussed these duties and noted that you understood the duties assigned to you, as you have been appointed as RSO by your management. Provide a written memorandum of understanding/delegation of authority (MOU/DOA) document, signed by both you, the proposed RSO and the licensee's management. For your convenience, we have attached a copy of Appendix E to the above cited NUREG 1556 Vol. 1, rev. 1, guidance document, which outlines RSO duties that should be included in such an MOU/DOA document. You may use the model MOU/DOA, taken from the draft NUREG 1556, Vol. 4, rev. 2, Appendix C (attached) or create a custom document.
2. Please provide documentation (including training certificate if available) showing that the proposed RSO has completed training noted in Appendix D to the above cited NUREG 1556, Vol. 1, rev. 1. A copy is attached for your convenience.

NAME OF PERSON DOCUMENTING CONVERSATION
Sara A. Forster, Materials Licensing Branch, Region III Office, 2443 Warrenville Road, Suite 210, Lisle, Illinois 60532

SIGNATURE
Sara A. Forster 10/17/2014

Forster, Sara

From: Angie Van <angievan@cbceng.com>
Sent: Monday, October 20, 2014 1:47 PM
To: Forster, Sara
Subject: CBC Engineers & Associates, Ltd. NRC #34-26768-02
Attachments: 20141020143518754.pdf

Please see attached. If you have any questions, please contact Mr. Banner or Mr. Hardert.
Thank you!

Angela M. Van
Office Administrator



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(F) 937/428-6154

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N/A - DF 10/24/2014