SECTION 3

HISTORY REVIEW GUIDE

3.1 GOALS.

3.1.1 Establish the isotopes, activities, chemical and physical form, locations, incidents/accidents leaks, and general history of all activities (normal operations,incidents, accidents, leaks, etc.) involving radioactive material on the installation or in support of an NRC license.

3.1.2 Establish necessity for scoping and characterization surveys.

3.1.3 Identify affected and unaffected areas.

3.2 PROCEDURES.

3.2.1 Establish communication with the following:

(A) MACOM.

(B) Installation Command.

(C) RPO.

(D) BRAC.

(E) State.

(F) Commodities License RPO.

(G) Safety Office.

(H) Public Affairs Office.

(I) Plans, Training, & Mobilization.

(J) DEH.

(K) NRC.

(L) Security.

(M) Fire Department.

(N) Environmental Office.

(O) Other USAEHA Divisions working on site.

3.2.2 Review and note or copy the following documents:

(A) Licenses, DARA's and supporting documents (amendments).

(B) Inspection Records (wipe tests, leak tests, surveys).

(C) Inventories.

(D) Acquisition and disposal records.

(E) Site maps.

(F) Facility drawings.

(G) Process flow charts (what happens to material).

(H) Radiation Standard Operating Procedures (SOPs).

(I) Radiation Control Committee Minutes.

(J) Memorandum For Record of accidents or incidents.

(K) Photographs.

(L) Newspaper Articles.

(M) Environmental Impact Statements.

(N) Environmental Studies (ground water flow, etc.).

(O) USAEHA Report.

(P) Environmental Interest Group Documents.

3.2.3 Interview personnel to establish past use sites or residual activity beyond expected locations. Interviews should be considered with specific questions. At a minimum ask the following:

(A) What was/is your connection with radioactive material/use?

(B) Where did you use the radioactive commodities?

(C) Were you provided personnel monitoring dosimeters, medical examinations, personnel protection equipment, or a radiac survey meter?

(D) Were you provided radiation protection training; how involved was the training? Who provided the training? Was there documentation of training?

(E) What type or kind of radiation protection procedures were provided to you and your fellow workers?

(F) Did your supervisors participate in the training? In what way?

(G) Did your SOP address disposal of radioactive commodities? Where were the commodities disposed of? Was it ever buried onsite or transferred to a landfill as normal trash?

(H) Can you name or identify the radioactive commodities you work with?

(I) Did any of the radioactive commodities have radium-226, cesium-137 or cobalt-60? How did you handle commodities that contained radium-226?

(J) Describe a typical day involving radioactive commodities in your work area.

(K) Describe what would happen if a radioactive commodity was damaged or broken. Who would you tell? What special procedures would have been implemented?

(L) What was your job position and title.

(M) Do you recall any instance of a broken or leaking source or any other contamination incident or accident?

3.3 DATA.

3.3.1 Examination. Identify affected and unaffected locations and use data to write a sampling plan for scoping survey, site safety plan, background study, and possible survey protocol. Prepare a written report including any further action to be taken and submit to the NRC for approval.

3.3.2 Reporting. A written report will be generated after all surveys have been completed.

3.3.3 Interview personnel

(A) Special interest groups.

(B) Personnel that use radioactive commodities.

(C) Personnel involved in shipping and receiving.

(D) Personnel involved in maintenance operations.

(E) Personnel involved in disposal of radioactive commodities.

(F) Personnel designated as Radiation Protection Officers.