



State of Connecticut Department of Energy and Environmental Protection
Radioactive Materials Program

RCP-903.1
Revision 2

Qualifications and Training

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Reviewed By:  Date: 10/3/24

Approved By:  Date: 10/3/2024

Revision	Date	Description of Changes
0	04/17/23	Updated logo. Changed regulation sections to proposed regulation section numbers. Added H-317S, removed H-304 and H 313. H-317S Medical Uses of Radiation Sources replaces H-304 Diagnostic and Therapeutic Nuclear Medicine and H-313 Brachytherapy, Gamma Knife and Emerging Technology. Removed G-105 Conducting Inspections Course. Not needed for RAM Inspector. Removed prerequisite condition from H-122L, Fundamental of Health Physics Lab. Moved H-500 Visual Sample Plan to Specialized training for Decommissioning Program Manager/Tech Reviewer. Added H-408, RESRAD and H-412 Adv. RESRAD to Advanced Training. Added additional CT program license codes to Qualifications Journal, OJT – License Reviewer. Added “S” to all “H308”. Corrected H-305 to G-109 for Lic. Procedures in Table 6-2 Added H-311 Respiratory Protection to Advanced Training in Qual Journal and Program Qual sheet. Changed H-111 and H-119 to H-130S, H130L in Program Qual Sheet. Update section and page numbering accordingly.
1	12/22/2023	Corrected Statute and Regulation References. Corrected staff titles to DEEP position titles. Removed “Qualified staff” in Section 6.5
2	07/23/2024	Incorporated NRC comments from 04-23-2024. Added and referenced Attachment 2 “Training Attendance Record”
	10/03/2024	Changed “Radiation Division Director (RDD)” to “Radiation Control Program Director (RCPD)” and changed “RDD” to “RCPD” to be consistent with other procedures. Reformat accordingly.

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1.0 PURPOSE

1.1 Applicability

1.1.1 This procedure defines the minimum essential elements of training required for radioactive materials inspection and licensing personnel as well as additional training required for the performance of specialized activities. The procedure also details the training required to maintain a qualified technical staff.

1.1.2 The procedure describes the Qualifications Journal maintained by/for the radioactive materials inspection and licensing personnel.

2.0 SCOPE

2.1 This document applies to the Radioactive Materials Program under Connecticut's Agreement with the Nuclear Regulatory Commission (NRC).

3.0 REFERENCES

- 3.1 NRC Inspection Manual Chapter 1248, "Qualification Programs for Federal and State Materials and Environmental Management Programs."
- 3.2 NRC Inspection Manual Chapter 1248, Appendix A, "Materials Health Physics License Review Qualification Journal."
- 3.3 NRC Inspection Manual Chapter 1248, Appendix B, "Materials Health Physics Inspector Qualification Journal."
- 3.4 NRC Inspection Manual Chapter 1248, Appendix F "Training Requirements and Qualification Journal for Decommissioning Inspector."
- 3.5 NRC Inspection Manual Chapter 1248, Appendix G "Training Requirements and Qualification Journal for Decommissioning Project Managers/Technical Reviewers "
- 3.6 The Regulations of Connecticut State Agencies 22a-153-1 through 22a-153-150, inclusive, and Chapter 446a Sections of the Connecticut General Statutes.

4.0 DEFINITIONS & ABBREVIATIONS

- 4.1 Advanced training: Training beyond the core training that is used to enhance inspector or license reviewer expertise. It is encouraged to increase the capabilities of the individual and the program.
- 4.2 Agency: The Connecticut Department of Energy and Environmental Protection (CT-DEEP)
- 4.3 Core Training: Minimum classroom and on-the-job training required for an inspector or license reviewer.
- 4.4 Continuing Education: Education designed to update and maintain level of proficiency. Methods used may include training courses, professional meetings, review of policy and guidance documents, reading professional journals or newsletters, etc.
- 4.5 Inspector: Radiation Division personnel qualified to plan, perform, and document an inspection of a specific category of license and where appropriate, to prepare enforcement documents and review the response to such a document for adequacy.
- 4.6 Lead Inspector: Radiation Division personnel qualified to plan, supervise, and document an inspection by a team of inspectors. An inspector shall not act as a lead inspector in any category of license that they are not qualified, unless being evaluated or supervised by a qualified inspector. A lead inspector is responsible for review of a licensee's reply to a Notice of Violation (NOV) when a Team Inspection is conducted.
- 4.7 License Reviewer: Radiation Division personnel qualified to review, process and document a specific category of licensing action. A license reviewer shall not perform a review for any category of license for which they are not qualified.
- 4.8 On-the-job Training (OJT): A training method using structured hands-on activities to develop the required job-related knowledge and skills.
- 4.9 Program Orientation: Instructions provided to a new employee regarding state, federal, CT-DEEP, and agency policies, statutes, rules, and procedures.
- 4.10 Radioactive Materials Program Procedures (RMPP) – Procedures established for use in Connecticut's Agreement State program.
- 4.11 Refresher Training: Additional training required after qualification that allows a staff member to maintain a "qualified" status.

- 4.12 Specialized Training: Additional training necessary for each category of radioactive material use, such as medical, industrial radiography, decommissioning, well logging, large irradiators, etc. Specialized training in processing allegations, medical events, over exposures, and incidents may also be necessary.
- 4.13 Supervision: The Radiation Control Program Director may review and approve inspection and licensing activities, will discuss inspection and licensing issues with the inspector and Radioactive Materials Program staff, will determine if adequate inspection and licensing actions are performed, and will identify any additional training needs of the inspectors and license reviewers.
- 4.14 Trainee: Radiation Division personnel assigned to the Radioactive Materials Program, working on qualification in an inspection or license action program.

5.0 GENERAL

5.1 EQUIPMENT

5.1.1 None

5.2 PRECAUTIONS AND LIMITATIONS

5.2.1 None

5.3 RESPONSIBILITIES

5.3.1 Radiation Division personnel

5.3.1.1 Assists in the orientation of new employees in the RMP and ensures employee has access to copies of the Regulations of Connecticut State Agencies 22a-153-1 through 22a-153-150, inclusive, and Chapter 446a of the Connecticut General Statutes.

5.3.1.2 Maintains access to RMPP, NRC guidance and other required or relevant documents for training.

5.3.1.3 Maintains personal training records and Qualifications Journals.

5.3.2 Supervising Radiation Control Physicist (SRCP)

5.3.2.1 Assists in the orientation of new employees in the RMP and ensures employee has access to copies of the Regulations of Connecticut State Agencies 22a-153-1 through 22a-153-150, inclusive, and Chapter 446a of the Connecticut General Statutes.

- 5.3.2.2 Maintains access to RMPP, NRC guidance and other required or relevant documents for training.
- 5.3.2.3 Maintains personal training records and qualifications journals.
- 5.3.2.4 Ensures proper documentation and retention of training records.
- 5.3.2.5 Scheduling of personnel for classes and OJT/OJE
- 5.3.2.6 Determines/recommends education and experience equivalent to training and pre-requisite training.
- 5.3.2.7 Ensures adequate staffing to support inspection and licensing of radioactive material in state.
- 5.3.2.8 Assigns Radioactive Materials Program qualification card.
- 5.3.2.9 Determines applicable Informational Notices.

5.3.3 Radiation Control Program Director (RCPD).

- 5.3.3.1 Manages the Agreement State training and qualification program.
- 5.3.3.2 Ensures that a qualified staff is available to adequately perform the RMP licensing, inspection, and enforcement activities.
- 5.3.3.3 Periodically audits the RMP for training and qualifications.

5.4 PREREQUISITES

- 5.4.1 Approval from the Radiation Control Program Director is required for candidacy in the Radioactive Materials Program (RMP).

5.5 RECORDS

- 5.5.1 RMP Qualifications Journal
- 5.5.2 Electronic records are found in Web-Based Licensing and S:\Rad Documents\Rad Materials Program\Training Course Documents

5.6 ATTACHMENTS

- 5.6.1 Attachment 1 – RMP Qualification Journal
- 5.6.2 Attachment 2 – Training Attendance Record

6.0 PROCEDURE

CT-DEEP and RMP orientation shall be provided by other RMP staff and Human Resources staff. Attachment RCP-903.1, Attachment 1, **Radioactive Materials Program Qualifications Journal** is used to document self-study, formal, on-the-job, core, specialized, enhancement, refresher training, and continuing education to satisfy the requirements of NRC Inspection Manual Chapter 1248, “Qualification Programs for Federal and State Materials and Environmental Management Programs” and its appendices to qualify and maintain qualification as an Inspector and License Reviewer. Where training is being provided in a class environment, Attachment 2 “Training Attendance Sheet” may be used to document attendance and successful completion of the course.

The Qualifications Journal contains a detailed series of activities and study areas. Trainees will complete the activities in the Qualifications Journal usually within two years of assignment to the RMP. If more than two years is needed to complete their Qualifications Journal, the RCPD may grant an extension. For example, if NRC training classes may not be available within the assigned period. The RCPD may designate qualified staff members to sign and verify qualification for the training activities completed.

6.1 Required Initial Training

The self-study, core training, and on-the-job training described below is required for all Radiation Division personnel assigned to the RMP to perform inspections of material licensee's facilities and to process radioactive material licensing actions. Credit for training may be granted by the RCPD for applicable education, training, and/or experience received prior to joining the RMP and will be documented accordingly on a case-by-case basis.

6.1.1 Self-Study: The trainee is responsible for completing the following activities and for having completion signed off in their Qualifications Journal by the RCPD or Supervisor, as soon as possible. The new employee should be encouraged to ask questions of and assistance from other Radioactive Materials Program personnel with more experience in the RMP.

- Review of the Regulations of Connecticut State Agencies 22a-153-1 to 22a-153-150, inclusive, and Chapter 446a of the Connecticut General

Statutes.

- Review of RMPPs.
- Review of NRC Regulatory Guides.
- Review of NUREG-1556, "Consolidated Guidance About Materials Licenses."
- "Review the current volumes of NUREG series applicable to assigned specific activity (i.e. inspector, license reviewer, decommissioning etc.)
- Review of NRC NMSS Inspection Manual Chapter 2800 Materials Inspection Program.
- Review of current and historical (as needed) RMP reading file.
- Review NRC generic communications.
- Review RMP Information Notices.

Location of NRC documents is available online at www.NRC.gov
Location of Radioactive Material Program documents is available electronically at S:\Rad Documents\Rad Materials Program\

- 6.1.2 Core Training: The courses listed in Table 6-1, Core Training Requirements, are minimum formal classroom training requirements for each activity type, Inspection (I), Licensing (L), Decommissioning (D) and Decommissioning Program Manager/ Tech Reviewer (T).
- 6.1.3 Attendance at these courses will be scheduled, as openings become available through the NRC or equivalent training courses. The RCPD may grant an exemption to courses based on previous education and/or training.

Table 6-1 Core Training Requirements.

		H-201	G-108	H-317S ⁵	G-109	H-305	H-308S	G-205	S-201	H-130S	H-130L	H-121S	H-120S	H-115S	H-122S	H-122L
		Advanced Health Physics	Inspection Procedures	Medical Uses of Radiation	Licensing Practices and Procedures	Safety Aspects of Industrial Radiography	Transportation of Radioactive Materials	Root Cause/Incident Investigation Workshop	NRC Materials Control & Security Systems & Principles	Environmental Monitoring and Air Sampling for Radioactivity	Environmental Monitoring & Air Sampling for Radioactivity Lab	Multi-Agency Radiation Survey and Site Investigation (MARSIM)	Multi-Agency Radiation Survey and Assessment of Materials and Equipment (MARSAME)	Characterization and Planning for Decommissioning	Fundamental Health Physics (Prerequisite)	Fundamental Health Physics Lab
Materials Licensing Review ¹	L	X		X	X	X	X		X						X	X
Inspection ²	I	X	X	X		X	X	X	X						X	X
Decom. Inspector ³	D	X	X				X	X	X	X	X	X			X	X
Decom. Program Manager/ Tech Reviewer ^{4,6}	T				X							X	X	X	X	X

¹ IMC 1248 Appendix A

² IMC 1248 Appendix B

³ IMC 1248 Appendix F

⁴ IMC 1248 Appendix G

⁵ H-317S Medical Uses of Radiation replaces H-304 “Diagnostic and Therapeutic Nuclear Medicine” and H-313 “Brachytherapy, Gamma Knife and Emerging Technologies”

⁶ Minimum training required in IMC 1248. S-201, and H-308S may be completed in addition to the minimum training required.

6.1.4 On-the-Job Training (OJT): The following activities, Inspection (I), Licensing (L), Decommissioning (D), and Decommissioning Program Manager/Tech Reviewer (T), shall be conducted in concert with a qualified inspector or license/decom. reviewer at a specific category licensee facility or on a specific category license action. Items (I), (L) shall be completed for each of the principal categories of licensees and licensing actions. These are identified in table 6-2. The individual actions shall be conducted at different licensee facilities or on different license actions. The trainee shall inspect, or process license actions as follows:

6.1.4.1 Type (I) Inspection of Specific Categories of Licensees

- 6.1.4.1.1 Trainee observes the qualified inspector preparing for and conducting an inspection. During the inspection, the trainee may be assigned duties that don't interfere with the observation of the inspection.
- 6.1.4.1.2 Under the supervision of the qualified inspector, the trainee prepares for, conducts, and records findings for assigned parts of the inspection. This step should be conducted with at least two different types of licensees.
- 6.1.4.1.3 Under the observation of the RCPD or assignee, the trainee prepares for and conducts an inspection, including recording inspection findings and preparing enforcement correspondence. If problems are observed, this activity should be repeated.

6.1.4.2 Type (L) Processing of Specific Categories of Licensing Actions

- 6.1.4.2.1 The trainee is provided examples of standard licenses, access to the NUREG-1556 Series, the Regulations of Connecticut State Agencies 22a-153-1 to 22a-153-150, inclusive, and Chapter 446a of the Connecticut General Statutes, standard form letters, standard deficiency paragraphs, reviewer checklists, and standard license formats and assigned directed review of selected licensing case work.
- 6.1.4.2.2 Trainee observes the reviewer processing an application for a license or a license renewal in its entirety.
- 6.1.4.2.3 Trainee will be assigned sample licensing actions for

evaluation.

- 6.1.4.2.4 Trainee shall be assigned processing of selected license actions under the supervision of a reviewer.
- 6.1.4.2.5 Under the supervision of a reviewer, the trainee processes a license application or a license renewal in its entirety, including preparing the license, tying-down all license conditions, and recommending the license for signature to the license reviewer. This step should be conducted twice with different reviewers and licensing actions.
- 6.1.4.2.6 Under the observation of the RCPD or Supervisor, the trainee processes an application for license or an application for license renewal in its entirety, including preparing the license, tying down all license conditions, and recommending the license to the RCPD or assignee for signature. If problems are identified this step may be repeated.

6.1.4.3 Type (D) Decommissioning of Specific Categories of Licensees

- 6.1.4.3.1 Trainee observes the qualified inspector preparing for and conducting a decommissioning inspection. During the inspection, the trainee may be assigned duties that don't interfere with the observation of the decommissioning inspection.
- 6.1.4.3.2 Under the supervision of the qualified inspector, the trainee prepares for, conducts, and records findings for assigned parts of the decommissioning inspection. This step should be conducted with at least two different types of licensees.
- 6.1.4.3.3 Under the observation of the RCPD or assignee, the trainee prepares for and conducts a decommissioning inspection, including recording inspection findings and preparing enforcement correspondence. If problems are observed, this activity should be repeated.

6.1.4.4 Type (T) Decommissioning Program Manager/ Tech Reviewer (PM/TR)

- 6.1.4.4.1 Trainee observes the qualified PM/TR preparing for and conducting a decommissioning plan review. During the review, the trainee may be assigned duties that don't interfere with the observation of the decommissioning plan review.
- 6.1.4.4.2 Under the supervision of the qualified PM/TR, the trainee prepares for, conducts, and records findings for assigned parts of the decommissioning plan review. This step should be conducted with at least two different types of licensees.
- 6.1.4.4.3 Under the observation of the RCPD or assignee, the trainee prepares for and conducts a decommissioning plan review, including recording findings and preparing correspondence. If problems are observed, this activity should be repeated.

6.2 Qualified Inspector and/or License Reviewer

The trainee becomes qualified as an inspector or license reviewer in one or more of the various license program codes as described in Table 6-2 -Training Qualifications for License Program Codes, by completing the classroom, on-the-job training and supervised inspections as describe in subsection 6.1. If all the section 6.1 items have been completed and signed-off in the trainee's Qualifications Journal, a trainee becomes qualified as an inspector or license reviewer.

6.3 Qualified Decommissioning Inspector or Program Manager/Tech Reviewer

The trainee becomes qualified as a decommissioning inspector or program manager/tech reviewer by completing the classroom, on-the-job training and supervised inspections / plan reviews as described in subsection 6.1. If all the section 6.1 items have been completed and signed-off in the trainee's Qualifications Journal, a trainee becomes qualified as a decommissioning inspector or program manager/tech reviewer.

Table 6-2, Training Qualifications for License Program Codes

Program Code¹	Minimum Training Completed	Inspection (I) OJT Completed	Licensing (L) OJT Completed
03320, 04312	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S) NRC Mat. Cont. & Security Sys. (S-201) Safety Aspects of Ind. Radio. (H-305)	OJT-1 Industrial Radiography	OJT-1 Industrial Radiography
03510	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S)	OJT-2 Irradiator	OJT-2 Industrial Measuring Systems; Civil Defense Self-Shielded Irradiator; and Panoramic Irradiator Self-Shielded Irradiators; and Panoramic Irradiators
03110 thru 03113 (<i>Not specific to CT</i>)	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S) Safety Aspects of Well Logging (H-314)	OJT-3 Well Logging	OJT-3 Well Logging and Field Flooding
03120, 03121, 03122, 03124, 04416,	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S)	OJT-4 Fixed and Portable Gauge	OJT-2 Industrial Measuring Systems; Civil Defense Self-Shielded Irradiator; and Panoramic Irradiator Self-Shielded Irradiators; and Panoramic Irradiators
03214	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S)	OJT-5 Materials Processor/Manufacturer	OJT-10 Distribution

01100, ,1120, 03610, 04618	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S)	OJT-6 Industrial/Academic and Research	OJT-4 Broad Scope (Nonmedical)
02400, 03210, 03212, 03620, 22111	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S)	OJT-6 Industrial/Academic and Research	OJT-9 Research & Development; Manufacturing and Unsealed Special Nuclear Material
03240	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S)	OJT-6 Industrial/Academic and Research	OJT-10 Distribution
03219, 03221, 03225	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S)	OJT-6 Industrial/Academic and Research	OJT-13 Service
22150	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S)	OJT-6 Industrial/Academic and Research	OJT-11 Sealed Special Nuclear Material and Byproduct Material Power Sources
04210	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S) Medical Uses of Radiation (H-317S)	OJT-7 Radiopharmacy	OJT-5 Nuclear Pharmacy
02120, 02121, 02200, 02201, 02210	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S) Medical Uses of Radiation (H-317S)	OJT-8 Nuclear Medicine OJT-9 Brachytherapy	OJT-6 Medical

02230, 04826, 04822	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S) NRC Mat. Cont. & Security Sys. (S-201) Medical Uses of Radiation (H-317S)	OJT-10 Medical Gamma Stereotactic Radiosurgery and Teletherapy	OJT-7 Other Medical
02110, 04710	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S)	OJT-11 Medical Broad Programs -Scope	OJT-8 Broad Scope Medical
Inspection of Group 1 and Group 2 decommissioning licensees.	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S) Any additional training specific to the license program code.	OJT-12 Decommissioning (Groups 1 and 2)	OJT-14 Decommissioning
Inspection of certain licensees possessing International Atomic Energy Agency Category 1 and Category 2 radioactive materials.	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S) NRC Mat. Cont. & Security Sys. (S-201) Any additional training specific to the license program code.	OJT-13 Security Inspection	OJT-17 Inspection Accompaniments

Perform a pre-licensing visit to an applicant or licensee's facility to confirm the legitimacy of the applicant or licensee and the legitimacy of the applicant or licensee's planned activities.	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S) Any additional training specific to the license program code.	OJT-14 Pre-Licensing Site Visits	OJT-16 Pre-Licensing Site Visits
Inspector familiarizes with the license review process and to review and complete licensing actions under the supervision of a qualified license reviewer.	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S) Any additional training specific the license program code.	OJT-15 Licensing Case Work	
License Reviewer assists a qualified inspector with the performance of a variety of health and safety inspections	Advanced Health Physics (H-201) (I) Inspection Procedures (G-108) OR (L) Licensing Procedures (G-109) Transportation of Rad. Mat. (H-308S) Any additional training specific to the license program code.		OJT-17 Inspection Accompaniments
¹ License Program Codes are specific to Connecticut only.			

6.4 Other Training and Qualifications

6.4.1 Specialized Training and Qualification

In addition to the above Type I, Type L, Type D or Type T training and OJT requirements, the inspector and/or reviewer may become qualified in the following programs on completion of additional training, as follows:

<u>Training Completed</u>	<u>Qualified Program</u>
Irradiator Technology Course (H-315) 3510 thru 3521 programs	Inspection & Licensing
Safety Aspects of Well Logging (H-314) 3110 thru 3112 programs	Inspection & Licensing
Inspecting for Performance - Materials (G-304) Management of Allegations Training	Inspection - all programs
Visual Sample Plan (H-500)	Decommissioning Project Manager / Tech Reviewer

6.4.2 In order to enhance the knowledge of the inspectors and reviewers and to improve the program, selected personnel shall complete the following advanced training:

- Internal Dosimetry & Whole-Body Counting (H-312S)
- Environmental Monitoring and Air Sampling for Radioactivity (H-130S)
- Environmental Monitoring and Air Sampling for Radioactivity Lab (H-130L)
- Respiratory Protection (H-311)
- RESRAD (H-408)
- Advanced RESRAD (H-412)

6.5 Refresher Training

- 6.5.1 Qualified materials license reviewer and inspectors must maintain their qualification by completing 24 hours of refresher training in a requalification schedule of 24 months. The beginning of each requalification cycle will be determined using the month and year the inspector completed their initial qualification.
- 6.5.2 Refresher training may relate to various health and safety or security topics. Examples of training that may be considered include: Health Physics Topics (H-401) of the NRC technical training courses; external training courses such as those for Preventive Radiological Nuclear Detection (PRND), directed self-study courses related to health and safety or security from the Health Physics Society (HPS), Conference of Radiation Control Program Directors (CRCPD), Organization of Agreement States (OAS), or other training approved by the RCPD.

Examples of training that may be considered include:

- NRC-sponsored technical training courses
- State sponsored technical training courses
- Webinars sponsored by NRC, State or vendors
- External training courses provided by vendors or universities
- Lectures given at professional organizations
- State developed presentations in subjects related to health and safety, security, or regulation of radioactive materials
- Directed self-study.
- Other training approved by the RCPD such as “Champion’s Chat” or “Government to Government Meetings”

NOTE: License reviewers and inspectors may retake a course they had taken previously as refresher training. The RCPD should consider whether it would be beneficial for the inspector of license reviewer to retake the course, whether there have been changes in technology, regulations, or if the course has changed considerably since the last time the inspector or license reviewer took the course before allowing a course to be retaken as refresher training. If the RCPD allows the inspector or license reviewer to retake the course, the inspector or license reviewer must complete and pass the exam, if the course has one, to receive credit for the course.

- 6.5.3 Before taking refresher training, Radioactive Materials Program inspection, licensing and decommissioning staff should receive approval from the Supervisor to confirm that the training will be credited as refresher training.

Attachment 1

Radioactive Materials Program

Qualifications Journal

Applicability:

This Qualifications Journal implements Radioactive Materials Program Procedure RCP-903.1, "Qualifications and Training" by documenting the qualifications and training of Radioactive Materials Program (RMP) staff performing inspections at materials licensed facilities, processing licensing actions for radioactive materials licensees, pre-licensing site visits and performing decommissioning inspections and plan reviews. The Qualifications Journal provides traceable documentation that minimum requirements are met for each RMP trainee.

The Qualifications Journal consists of a series of qualification guides and signature blocks. Each signature block is used to document task completion as indicated by the appropriate signature. The corresponding qualification guide establishes the minimum knowledge levels or areas of study that must be completed for each signature block. The trainee should complete the self-study section of the qualifications before starting on the other sections.

NAME: _____

TITLE: _____

Name: _____

RCP-903.1

Title: _____

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SELF STUDY

ORIENTATION

A. Radioactive Material Program Orientation

1. New Employee Processing

Trainee

Date

2. Facility Tour and Introductions

RCPD/Supervisor

Date

B. CT-DEEP Orientation

1. Review of CT-DEEP and RMP organization

Trainee

Date

2. Discussion of CT-DEEP and RMP organization

RCPD /Supervisor

Date

REGULATIONS OF CONNECTICUT STATE AGENCIES (RCSA) 22A-153-1 THROUGH 22A-153-150, INCLUSIVE AND CHAPTER 446A OF THE CONNECTICUT GENERAL STATUTES (CGS)

A. Familiarization with RCSA 22a-153-1 through 22a-153-150, and CGS 446a

Trainee

Date

B. Discussion of RCSA 22a-153-1 through 22a-153-150, and CGS 446a

RCPD /Supervisor

Date

RMP POLICIES AND PROCEDURES

A. Familiarization with RMP Policies and Procedures

Trainee

Date

B. Discussion of contents of RMP Policies and Procedures

RCPD /Supervisor

Date

Name: _____

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REGULATORY GUIDANCE

A. Selected CT-DEEP RMP Regulations

1. Review of Selected CT-DEEP
RMP Regulations

Trainee Date

2. Discussion of selected CT-DEEP
Regulations

RCPD /Supervisor Date

B. Applicable NRC generic communications.

1. Review of applicable NRC generic
communications.

Trainee Date

2. Discussion of selected NRC generic
Communications.

RCPD /Supervisor Date

C. Review the current volumes of NUREG series applicable to assigned specific activity (i.e. inspector, license reviewer, decommissioning etc.)

1. Review of applicable NUREG Series

Trainee Date

2. Discuss Review of applicable
NUREG Series

RCPD /Supervisor Date

D. NUREG-1556, "Consolidated Guidance About Materials Licenses"

1. Review of NUREG-1556

Trainee Date

2. Discuss Review of NUREG-1556

RCPD /Supervisor Date

E. NRC NMSS Inspection Manual Chapter 2800 (IMC 2800) Materials Inspection Program.

1. Review of IMC 2800

Trainee Date

2. Discuss Review of IMC 2800

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FORMAL TRAINING

Copies of formal training certifications or the basis for exemption to the specific course should be appended to the back of this document.

CORE TRAINING

	Course	(I)	(L)	(D)	(T)	Dates Attended	RCPD / Supervisor
A.	Advanced Health Physics (H-201)	X	X	X	X	_____	_____
B.	Inspection Procedures (G-108)	X		X		_____	_____
C.	Medical Uses of Radiation (H-317S)	X	X			_____	_____
D.	Licensing Practices and Procedures (G-109)		X		X	_____	_____
E.	Safety Aspects of Industrial Radiography (H-305)	X	X			_____	_____
F.	Transportation of Radioactive Materials (H-308S)	X	X	X		_____	_____
G.	NRC Materials Control & Security Systems & Principles (S-201)	X	X	X		_____	_____
H.	Root Cause/Incident Investigation Workshop (G-205)	X		X		_____	_____
I.	Environmental Monitoring and Air Sampling for Radioactivity (H-130S)			X		_____	_____
J.	Environmental Monitoring and Air Sampling for Radioactivity Lab (H-130L)			X		_____	_____
K.	Multi-Agency Radiation Survey and Site Investigation (MARSSIM) (H-121S)			X	X	_____	_____

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	Course	(I)	(L)	(D)	(T)	Dates Attended	RCPD / Supervisor
L.	Multi-Agency Radiation Survey and Assessment of Materials and Equipment (MARSAME) (H-120S)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____
M.	Characterization and Planning for Decommissioning (H-115S)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____
N.	Fundamental Health Physics (H-122S) (Prerequisite)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____
O.	Fundamental Health Physics Lab (H-122L)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____

SPECIALIZED TRAINING

	Course	(I)	(L)	(D)	(T)	Dates Attended	RCPD / Supervisor
P.	Visual Sample Plan (H-500)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____
Q.	Irradiator Technology Course (H-315)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
R.	Safety Aspects of Well Logging (H-314)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
S.	Inspecting for Performance – Materials (G-304)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

ADVANCED TRAINING

	Course	(I)	(L)	(D)	(T)	Dates Attended	RCPD / Supervisor
T.	Internal Dosimetry and Whole-Body Counting (H-312S)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
U.	Air Sampling and Environmental Monitoring for Radioactivity (H-130S)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____
V.	Air Sampling and Environmental Monitoring for Radioactivity Lab (H-130L)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____
W.	Multi-Agency Radiation Survey and Site Investigation (MARSSIM) (H-121S)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

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	Course	(I)	(L)	(D)	(T)	Dates Attended	RCPD / Supervisor
X.	Respiratory Protection (H-311)	X	X			_____	_____
Y.	RESRAD (H-408)				X	_____	_____
Z.	Advanced RESRAD (H-412)				X	_____	_____

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ON-THE-JOB TRAINING**INSPECTIONS**

OJT #	Program Description	License Program Codes Applicable ¹
OJT-1	Industrial Radiography	03320, 04312 Industrial Radiography
OJT-2	Irradiator	03510 -Irradiators Self Shielded Less Than or Equal To 10,000 Curies
OJT-3	Well Logging	03110 thru 03113 (<i>Not specific to CT</i>)
OJT-4	Fixed and Portable Gauge	03120, 03121, 04416 -Measuring Systems Fixed/ Portable Gauges 03122, 03124 -Measuring Systems Analytical Instruments / Other
OJT-5	Materials Processor/Manufacturer	03214 -Manufacturing And Distribution 1-5 Locations Other,
OJT-6	Industrial/Academic and Research	03210 -Radionuclide Production Using an Accelerator 22150 -SNM Plutonium–Sealed Sources Less Than a Critical Mass 22111 -SNM, U-235 and/or U-233 – Unsealed, Less Than a Critical Mass 03240 -General License Distribution – 32.51 03620 -Research And Development Other 02400 -Veterinary-Nonhuman Subjects 03610 -Research And Development Broad-Type A 03219 -Decontamination Services 03225 -Other Services – Source Less Than or Equal To 100 Curies 03221 -Instrument Calibration Services Only – Source Less Than or Equal To 100 Curies
OJT-7	Radiopharmacy	04210 -Nuclear Pharmacy
OJT-8	Nuclear Medicine	02120 -Medical Institution – Limited Scope – Written Directive Required 02121 -Medical Institution – Limited Scope – Written Directive Not Required 02200 -Medical Private Practice – Written Directive Required 02201 -Medical Private Practice – Written Directive Not Required
OJT-9	Brachytherapy	02210-Eye Applicators Strontium-90 or any license program code for medical use of brachytherapy sources.

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ON-THE-JOB TRAINING

INSPECTIONS

OJT #	Program Description	License Program Code(s) Applicable ¹
OJT-10	Medical Gamma Stereotactic Radiosurgery and Teletherapy	04826 -Medical Therapy- Other Emerging Technology 6-20 Locations 02230, 04822 -High Dose Remote After-loader
OJT-11	Medical Broad Programs -Scope	02110, 04710 -Medical Institution Broad
OJT-12	Decommissioning (Groups 1 and 2)	Inspection of Group 1 and Group 2 decommissioning licensees.
OJT-13	Security Inspection	Inspection of certain licensees possessing International Atomic Energy Agency Category 1 and Category 2 radioactive materials.
OJT-14	Pre-Licensing Site Visits	Perform a pre-licensing visit to an applicant or licensee's facility to confirm the legitimacy of the applicant or licensee and the legitimacy of the applicant or licensee's planned activities.
OJT-15	Licensing Case Work	Inspector familiarizes with the license review process and to review and complete licensing actions under the supervision of a qualified license reviewer.
¹ License Program codes specific to Connecticut only.		

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ON-THE-JOB TRAINING

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OJT-1 Industrial Radiography 03320, 04312		
1) Trainee observes an Inspector preparing for and conducting an inspection of a Program 03320, or 04312 licensee.	Licensee: _____ Dates: _____	_____ Inspector
2) Under the supervision of an Inspector, Trainee prepares for, conducts and records findings of selected portions of two different Program 03320, or 04312 licensee inspections.	a) Licensee: _____ Dates: _____ b) Licensee: _____ Dates: _____	_____ Inspector
3) Under the observation of the RCPD or Supervisor, the Trainee prepares for and conducts an inspection, including recording of inspection findings and preparing, as necessary, enforcement correspondence for a Program 03320, or 04312 licensee.	Licensee: _____ Dates: _____	_____ RCPD/Supervisor

OJT-2 Irradiator 03510		
1) Trainee observes an Inspector preparing for and conducting an inspection of a Program 03510 licensee.	Licensee: _____ Dates: _____	_____ Inspector
2) Under the supervision of an Inspector, Trainee prepares for, conducts and records findings of selected portions of two different Program 03510 licensee inspections.	a) Licensee: _____ Dates: _____ b) Licensee: _____ Dates: _____	_____ Inspector
3) Under the observation of the RCPD or Supervisor, the Trainee prepares for and conducts an inspection, including recording of inspection findings and preparing, as necessary, enforcement correspondence for a Program 03510	Licensee: _____ Dates: _____	_____ RCPD/Supervisor

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ON-THE-JOB TRAINING**INSPECTIONS**

OJT-3 Well Logging - 03110 thru 03113 (Not specific to CT)		
1) Trainee observes an Inspector preparing for and conducting an inspection of a Well Logging licensee.	Licensee: _____ Dates: _____	Inspector _____
2) Under the supervision of an Inspector, Trainee prepares for, conducts and records findings of selected portions of two different Well Logging licensee inspections.	a) Licensee: _____ Dates: _____ b) Licensee: _____ Dates: _____	Inspector _____
3) Under the observation of the RCPD or Supervisor, the Trainee prepares for and conducts an inspection, including recording of inspection findings and preparing, as necessary, enforcement correspondence for a Well Logging licensee.	Licensee: _____ Dates: _____	RCPD/Supervisor _____

OJT-4 Fixed and Portable Gauge 03120, 03121, 04416 03122, 03124		
1) Trainee observes an Inspector preparing for and conducting an inspection of a Program 03120, 03121, 04416 03122, or 03124 licensee.	Licensee: _____ Dates: _____	Inspector _____
2) Under the supervision of an Inspector, Trainee prepares for, conducts and records findings of selected portions of two different Program 03120, 03121, 04416 03122, or 03124 licensee inspections.	a) Licensee: _____ Dates: _____ b) Licensee: _____ Dates: _____	Inspector _____
3) Under the observation of the RCPD or Supervisor, the Trainee prepares for and conducts an inspection, including recording of inspection findings and preparing, as necessary, enforcement correspondence for a Program 03120, 03121, 04416 03122, or 03124 licensee.	Licensee: _____ Dates: _____	RCPD/Supervisor _____

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OJT-5 Materials Processor/Manufacturer 03214		
1) Trainee observes an Inspector preparing for and conducting an inspection of a Program 03214 licensee.	Licensee: _____ Dates: _____	_____ Inspector
2) Under the supervision of an Inspector, Trainee prepares for, conducts and records findings of selected portions of two different Program 03214 licensee inspections.	a) Licensee: _____ Dates: _____ b) Licensee: _____ Dates: _____	_____ Inspector
3) Under the observation of the RCPD or Supervisor, the Trainee prepares for and conducts an inspection, including recording of inspection findings and preparing, as necessary, enforcement correspondence for a Program 03214 licensee.	Licensee: _____ Dates: _____	_____ RCPD/Supervisor

OJT-6 Industrial/Academic and Research 03210, 22111, 03240, 03620, 02400, 03610, 03219, 03225, 03221		
1) Trainee observes an Inspector preparing for and conducting an inspection of a Program 03210, 22111, 03240, 03620, 02400, 03610, 03219, 03225, or 03221 licensee.	Licensee: _____ Dates: _____	_____ Inspector
2) Under the supervision of an Inspector, Trainee prepares for, conducts and records findings of selected portions of two different Program 03210, 22111, 03240, 03620, 02400, 03610, 03219, 03225, or 03221 licensee inspections.	a) Licensee: _____ Dates: _____ b) Licensee: _____ Dates: _____	_____ Inspector
3) Under the observation of the RCPD or Supervisor, the Trainee prepares for and conducts an inspection, including recording of inspection findings and preparing, as necessary, enforcement correspondence for a Program 03210, 22111, 03240, 03620, 02400, 03610, 03219, 03225, or 03221 licensee.	Licensee: _____ Dates: _____	_____ RCPD/Supervisor

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OJT-7 Radiopharmacy 04210		
1) Trainee observes an Inspector preparing for and conducting an inspection of a Program 04210 licensee.	Licensee: _____ Dates: _____	Inspector _____
2) Under the supervision of an Inspector, Trainee prepares for, conducts and records findings of selected portions of two different Program 04210 licensee inspections.	a) Licensee: _____ Dates: _____ b) Licensee: _____ Dates: _____	Inspector _____
3) Under the observation of the RCPD or Supervisor, the Trainee prepares for and conducts an inspection, including recording of inspection findings and preparing, as necessary, enforcement correspondence for a Program 04210 licensee.	Licensee: _____ Dates: _____	RCPD/Supervisor _____

OJT-8 Nuclear Medicine 02120, 2121, 02200, 02201		
2) Trainee observes an Inspector preparing for and conducting an inspection of a Program 02120, 02121, 02200, or 02201 licensee.	Licensee: _____ Dates: _____	Inspector _____
3) Under the supervision of an Inspector, Trainee prepares for, conducts and records findings of selected portions of two different Program 02120, 2121, 02200, or 02201 licensee inspections.	a) Licensee: _____ Dates: _____ b) Licensee: _____ Dates: _____	Inspector _____
4) Under the observation of the RCPD or Supervisor, the Trainee prepares for and conducts an inspection, including recording of inspection findings and preparing, as necessary, enforcement correspondence for a Program 02120, 2121, 02200, or 02201 licensee.	Licensee: _____ Dates: _____	RCPD/Supervisor _____

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OJT-9 Brachytherapy 02210		
1) Trainee observes an Inspector preparing for and conducting an inspection of a Program 02210 licensee.	Licensee: _____ Dates: _____	Inspector _____
2) Under the supervision of an Inspector, Trainee prepares for, conducts and records findings of selected portions of two different Program 02210 licensee inspections.	a) Licensee: _____ Dates: _____ b) Licensee: _____ Dates: _____	Inspector _____
3) Under the observation of the RCPD or Supervisor, the Trainee prepares for and conducts an inspection, including recording of inspection findings and preparing, as necessary, enforcement correspondence for a Program 02210 licensee.	Licensee: _____ Dates: _____	RCPD/Supervisor _____

OJT-10 Medical Gamma Stereotactic Radiosurgery and Teletherapy 04826, 02230, 04822		
1) Trainee observes an Inspector preparing for and conducting an inspection of a Program 04826, 02230, or 04822 licensee.	Licensee: _____ Dates: _____	Inspector _____
2) Under the supervision of an Inspector, Trainee prepares for, conducts and records findings of selected portions of two different Program 04826, 02230, or 04822 licensee inspections.	a) Licensee: _____ Dates: _____ b) Licensee: _____ Dates: _____	Inspector _____
3) Under the observation of the RCPD or Supervisor, the Trainee prepares for and conducts an inspection, including recording of inspection findings and preparing, as necessary, enforcement correspondence for a 04826, 02230, or 04822 licensee.	Licensee: _____ Dates: _____	RCPD/Supervisor _____

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OJT-11 Medical Broad Programs -Scope 02110, 04710		
1) Trainee observes an Inspector preparing for and conducting an inspection of a Program 02110 or 04710 licensee.	Licensee: _____ Dates: _____	_____ Inspector
2) Under the supervision of an Inspector, Trainee prepares for, conducts and records findings of selected portions of two different Program 02110 or 04710 licensee inspections.	a) Licensee: _____ Dates: _____ b) Licensee: _____ Dates: _____	_____ Inspector
3) Under the observation of the RCPD or Supervisor, the Trainee prepares for and conducts an inspection, including recording of inspection findings and preparing, as necessary, enforcement correspondence for a Program 02110 or 04710 licensee.	Licensee: _____ Dates: _____	_____ RCPD/Supervisor

OJT-12 Decommissioning (Groups 1 and 2) - Inspection of Group 1 and Group 2 decommissioning licensees.		
1) Trainee observes an Inspector preparing for and conducting an inspection of a Group 1 and Group 2 decommissioning licensee.	Licensee: _____ Dates: _____	_____ Inspector
2) Under the supervision of an Inspector, Trainee prepares for, conducts and records findings of two Group 1 and Group 2 decommissioning licensee inspections.	a) Licensee: _____ Dates: _____ b) Licensee: _____ Dates: _____	_____ Inspector
3) Under the observation of the RCPD or Supervisor, the Trainee prepares for and conducts an inspection, including recording of inspection findings and preparing, as necessary, enforcement correspondence for a of a Group 1 and Group 2 decommissioning licensee.	Licensee: _____ Dates: _____	_____ RCPD/Supervisor

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OJT-13 Security Inspection of certain licensees possessing IAEA Cat 1 and Cat 2 radioactive materials.		
1) Trainee observes an Inspector preparing for and conducting an inspection of a licensee possessing IAEA Cat 1 and Cat 2 radioactive materials.	Licensee: _____ Dates: _____	Inspector _____
2) Under the supervision of an Inspector, Trainee prepares for, conducts and records findings of selected portions of two different licensee inspections of licensees possessing IAEA Cat 1 and Cat 2 radioactive materials.	a) Licensee: _____ Dates: _____ b) Licensee: _____ Dates: _____	Inspector _____
3) Under the observation of the RCPD or Supervisor, the Trainee prepares for and conducts an inspection, including recording of inspection findings and preparing, as necessary, enforcement correspondence for a licensee possessing IAEA Cat 1 and Cat 2 radioactive materials.	Licensee: _____ Dates: _____	RCPD/Supervisor _____

OJT-14 Pre-Licensing Site visits to an applicant or licensee's facility to confirm the legitimacy of the applicant or licensee and the legitimacy of the applicant or licensee's planned activities.		
1) Trainee observes a Pre-Licensing Site visit.	Applicant _____ Dates: _____	Inspector/License Reviewer _____
2) Under the supervision of an Inspector or License Reviewer, Trainee prepares for, conducts and records findings of selected portions of two different Pre-Licensing site visits.	a) Applicant: _____ Dates: _____ b) Applicant: _____ Dates: _____	Inspector/License Reviewer _____
3) Under the observation of the RCPD or Supervisor, the Trainee prepares for and conducts a Pre-Licensing site visit.	Applicant: _____ Dates: _____	RCPD/Supervisor _____

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OJT-15 Licensing Case Work Inspector familiarizes with the license review process and to review and complete licensing actions under the supervision of a qualified license reviewer.		
1) Trainee observes a License Reviewer preparing for and conducting licensing actions for a license application.	Applicant: _____ Dates: _____	_____ License Reviewer
2) Under the supervision of a License Reviewer, Trainee prepares for, conducts licensing actions of two different license applications.	a) Applicant: _____ Dates: _____ b) Licensee: _____ Dates: _____	_____ License Reviewer
3) Under the observation of the RCPD or Supervisor, Trainee prepares for and conducts licensing actions for a license application.	Applicant: _____ Dates: _____	_____ RCPD/Supervisor

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ON-THE-JOB TRAINING**License Reviewer**

OJT #	License Description	License Program Code(s) Applicable
OJT-1	Industrial Radiography	03310: Industrial Radiography – Fixed Locations 03320: Industrial Radiography – Temporary Job Sites 03311: Industrial Diagnostic Systems 04312: Industrial Radiography Temporary Job Sites - 6 to 20 Locations
OJT-2	Industrial Measuring Systems; Civil Defense Self-Shielded Irradiator; and Panoramic Irradiator Self-Shielded Irradiators; and Panoramic Irradiators	03120: Measuring Systems – Fixed Gauges 03121: Measuring Systems – Portable Gauges 03122: Measuring Systems – Analytical Instruments 03123: Measuring Systems – Gas Chromatographs 03124: Measuring Systems – Other 03130: Inspection Systems 03510: Irradiators Self-Shielded Less Than 10,000 Curies 03511: Irradiators Other Less Than 10,000 Curies 03520: Irradiators Self-Shielded Greater Than 10,000 Curie 03521: Irradiators Other Greater Than 10,000 Curies 03710: Civil Defense 04416: Measuring Systems Portable Gauges - 6 to 20 Locations
OJT-3	Well Logging and Field Flooding	03110: Well Logging Byproduct and/or SNM Tracer and Sealed Sources 03111: Well Logging Byproduct and/or SNM Sealed Sources Only 03112: Well Logging Byproduct Only – Tracers Only 03113: Field Flooding Studies
OJT-4	Broad Scope (Nonmedical)	01100: Academic Type A Broad 01110: Academic Type B Broad 01120: Academic Type C Broad 03210: Byproduct Radionuclide Production using an Accelerator 03211: Manufacturing and Distribution Type A Broad 03212: Manufacturing and Distribution Type B Broad 03213: Manufacturing and Distribution Type C Broad 03235: Incineration - non-commercial (secondary code) 03610: Research and Development Type A Broad 03611: Research and Development Type B Broad 03612: Research and Development Type C Broad 03613: Research and Development – Multisite-Multiregional 04618: Academic Type A Broad – 6 to 20 Locations
OJT-5	Nuclear Pharmacy	02500: Nuclear Pharmacies 04210: Nuclear Pharmacies – 6 to 20 Locations

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ON-THE-JOB TRAINING**License Reviewer**

OJT #	License Description	License Program Code(s) Applicable
OJT-6	Medical	02120: Medical Institution – written directive required 02121: Medical Institution – written directive not required 02200: Medical Private Practice – written directive required 02201: Medical Private Practice – written directive not required 02210: Eye Applicators - Strontium-90 02220: Mobile Nuclear Medicine Service – written directive not required 02231 Mobile Medical Services – written directive required (do only non-HDR modalities) 22160: Pacemaker Byproduct and/or SNM Medical Institution 22161: Pacemaker Byproduct and/or SNM Individual
OJT-7	Other Medical	02230: High Dose Rate Remote Afterloader 02231: Mobile Medical Services – written directive required (High Dose Rate Remote Afterloader) 02240: Mobile Therapy – Other Emerging Technology 02300: Teletherapy 02310: Stereotactic Gamma Knife 04822: High Dose Rate Afterloader 6-20 Locations 04826: Medical Therapy- Other Emerging Technology - 6 to 20 locations
OJT-8	Broad Scope Medical	02110: Medical Institution – Broad 04710: Medical Institution Broad - 6 to 20 Locations
OJT-9	Research & Development; Manufacturing and Unsealed Special Nuclear Material	02400: Veterinary Non-Human Subjects 02410: In-Vitro Testing Laboratory 02700: Radium-226 Luminous Products & Sources up to 10 times 31.12(a)(4) and (a)(5) 02710: Radium-226 Luminous Products & Sources Greater than 10 times 31.12(a)(4) and (a)(5) 03210: Radionuclide Production Using Accelerator 03212: Manufacturing and Distribution Broad- Type B, 1-5 Locations 03215: Manufacture, Assembly, Disassembly, Repair of Products Containing Radium-226 03620: Research and Development Other 22110: SNM Plutonium – Unsealed Less Than a Critical Mass 22111: SNM U-235 and/or U-233 Less Than a Critical Mass

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ON-THE-JOB TRAINING**License Reviewer**

OJT #	License Description	License Program Code(s) Applicable
OJT-10	Distribution	02511: Medical Product Distribution – 32.72 – Prepared Pharmaceuticals 02513: Medical Product Distribution – 32.74 - Sources and Devices 03214: Manufacturing and Distribution Other 03240: General License Distribution – 32.51 03241: General License Distribution – 32.53 03242: General License Distribution – 32.57 03243: General License Distribution – 32.61 03244: General License Distribution – 32.71 22162: Pacemaker Byproduct and/or SNM – Manufacturing and Distribution 22170: SNM General License Distribution
OJT-11	Sealed Special Nuclear Material and Byproduct Material Power Sources	22120: PuBe sources 22130: Power Sources – Byproduct 22140: Plutonium – Sealed Sources in Devices 22150: Plutonium – Sealed Sources Less Than a Critical Mass 22151: Uranium-235 and/or Uranium-233 Sealed Sources Less Than a Critical Mass
OJT-12	Source Material	03800: Byproduct Material Possession Only 03810: Byproduct Material Standby – No Operations 11200: Source Material Other Less Than 150 Kilograms 11210: Source Material Shielding 11220: Source Material Military Munitions Indoor Testing 11221: Source Material Military Munitions Outdoor Testing 11230: Source Material General License Distribution – 40.34 11300: Source Material Other Greater Than 150 Kilograms 11700: Rare Earth Extraction and Processing 11800: Source Material Possession Only 11810: Source Material Standby – No Operations 23300: SNM Possession Only – Other Than Reactor Fuel 23310: SNM Possession Only – Other Than Reactor Fuel – No Operations

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ON-THE-JOB TRAINING**License Reviewer**

OJT #	License Description	License Program Code(s) Applicable
OJT-13	Service	03218: Nuclear Laundry 03219: Decontamination services 03220: Leak Test Service Only 03221: Instrument Calibration Service Only, Source Less Than 100 Curies 03222: Instrument Calibration Service Only, Source Greater Than 100 Curies 03225: Other Services 03226: Other Services, Source Greater than 100 Curies
OJT-14	Decommissioning	03900: Decommissioning of Byproduct Material Facilities 11900: Decommissioning of Source Material Facilities 22200: Decommissioning of Other SNM Material Facilities
OJT-15	Waste Disposal	03231: Waste Disposal (Burial) 03232: Waste Disposal Service – Prepackaged Only 03233: Waste Disposal Service Incineration 03234: Waste Disposal Service Processing and/or Repackaging 03235: Incineration - noncommercial 03236: Waste Treatment Service
OJT-16	Pre-Licensing Site Visits	Perform a new license review with an experienced license reviewer and use appropriate licensing forms to make a pre-licensing site visit determination.
OJT-17	Inspection Accompaniments	A. Assist a qualified inspector with the performance of a variety of health and safety inspections; your immediate supervisor will determine the actual number and type of inspections. B. Assist a qualified inspector with the performance of security inspections of licensees possessing Category 1 or category 2 radioactive material.

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ON-THE-JOB TRAINING

LICENSE REVIEWER

OJT-1 Industrial Radiography: 03310, 03320, 03311 or 03412

Trainee is assigned directed review of selected licensing casework and observes a License Reviewer process a Program 03310, 03320, 03311 or 03412 application for license or a license renewal in entirety.

1. Under supervision of a License Reviewer, the Trainee shall be assigned processing of three to five selected Program 03310, 03320, or 03311 amendments.

<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. Under the supervision of License Reviewer, Trainee processes two Program 03310, 03320, 03311 or 03412 applications for license or applications for a license renewal in entirety and recommends the license for signature.

a) License: _____ License Reviewer: _____

b) License: _____ License Reviewer: _____

3. The Trainee shall process a Program 03310, 03320, 03311 or 03412 application for license or license renewal in entirety, including preparing the license, tying down all license conditions and recommending the license to the RCPD for signature.

License: _____ Date: _____ RCPD/Supervisor _____

OJT-2 Industrial Measuring Systems; Civil Defense; Self Shielded Irradiator; and Panoramic Irradiator 03120 thru 03124, 03130, 03510, 03511, 03520, 03521, 03710 or 04416

Trainee is assigned directed review of selected licensing casework and observes a License Reviewer process a Program 03120 thru 03124, 03130, 03510, 03511, 03520, 03521, 03710 or 04416 application for license or a license renewal in entirety.

1. Under supervision of a License Reviewer, the Trainee shall be assigned processing of three to five selected Program 03120 thru 03124, 03130, 03510, 03511, 03520, 03521, 03710 or 04416 amendments.

<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. Under the supervision of License Reviewer, Trainee processes two Program 03120 thru 03124, 03130, 03510, 03511, 03520, 03521, 03710 or 04416 applications for license or applications for a license renewal in entirety and recommends the license for signature.

a) License: _____ License Reviewer: _____

b) License: _____ License Reviewer: _____

3. The Trainee shall process a Program 03120 thru 03124, 03130, 03510, 03511, 03520, 03521, 03710 or 04416 application for license or license renewal in entirety, including preparing the license, tying down all license conditions and recommending the license to the RCPD for signature.

License: _____ Date: _____ RCPD/Supervisor _____

Name: _____

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LICENSE REVIEWER

OJT-3 Well Logging and Field Flooding 03110, 03111, 03112, or 03113																				
Trainee is assigned directed review of selected licensing casework and observes a License Reviewer process a Program 03110 thru 03113 application for license or a license renewal in entirety.																				
1. Under supervision of a License Reviewer, the Trainee shall be assigned processing of three to five selected Program 03110 thru 03113 amendments. <table border="1"><thead><tr><th><u>License</u></th><th><u>Amendment Type</u></th><th><u>Date</u></th><th><u>License Reviewer</u></th></tr></thead><tbody><tr><td>_____</td><td>_____</td><td>_____</td><td>_____</td></tr><tr><td>_____</td><td>_____</td><td>_____</td><td>_____</td></tr><tr><td>_____</td><td>_____</td><td>_____</td><td>_____</td></tr><tr><td>_____</td><td>_____</td><td>_____</td><td>_____</td></tr></tbody></table>	<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>																	
_____	_____	_____	_____																	
_____	_____	_____	_____																	
_____	_____	_____	_____																	
_____	_____	_____	_____																	
2. Under the supervision of License Reviewer, Trainee processes two Program 03110 thru 03113 applications for license or applications for a license renewal in entirety and recommends the license for signature. a) License: _____ License Reviewer: _____ b) License: _____ License Reviewer: _____																				
3. The Trainee shall process a Program 03110 thru 03113 application for license or license renewal in entirety, including preparing the license, tying down all license conditions and recommending the license to the RCPD for signature. License: _____ Date: _____ RCPD/Supervisor _____																				

OJT-4 Broad Scope (Nonmedical) 01100, 01110, 01120, 03210, 03211, 03212, 03213, 03235, 03610, 03611, 03612, 03613 or 04618																
Trainee is assigned directed review of selected licensing casework and observes a License Reviewer process a Program 01100 thru 01120, 03210 thru 03213, 03235, 03610 thru 03613 or 04618 application for license or a license renewal in entirety.																
1. Under supervision of a License Reviewer, the Trainee shall be assigned processing of three to five selected Program 01100 thru 01120, 03210 thru 03213, 03235, 03610 thru 03613 or 04618 amendments. <table border="1"><thead><tr><th><u>License</u></th><th><u>Amendment Type</u></th><th><u>Date</u></th><th><u>License Reviewer</u></th></tr></thead><tbody><tr><td>_____</td><td>_____</td><td>_____</td><td>_____</td></tr><tr><td>_____</td><td>_____</td><td>_____</td><td>_____</td></tr><tr><td>_____</td><td>_____</td><td>_____</td><td>_____</td></tr></tbody></table>	<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>													
_____	_____	_____	_____													
_____	_____	_____	_____													
_____	_____	_____	_____													
2. Under the supervision of License Reviewer, Trainee processes two Program 01100 thru 01120, 03210 thru 03213, 03235, 03610 thru 03613 or 04618 applications for license or applications for a license renewal in entirety and recommends the license for signature. a) License: _____ License Reviewer: _____ b) License: _____ License Reviewer: _____																
3. The Trainee shall process Program 01100 thru 01120, 03210 thru 03213, 03235, 03610 thru 03613 or 04618 application for license or license renewal in entirety, including preparing the license, tying down all license conditions and recommending the license to the RCPD for signature. License: _____ Date: _____ RCPD/Supervisor _____																

Name: _____

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LICENSE REVIEWER

OJT-5 Nuclear Pharmacy 02500 or 04210			
Trainee is assigned directed review of selected licensing casework and observes a License Reviewer process a Program 02500 or 04210 application for license or a license renewal in entirety.			
1. Under supervision of a License Reviewer, the Trainee shall be assigned processing of three to five selected Program 02500 or 04210 amendments.			
<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
2. Under the supervision of License Reviewer, Trainee processes two 02500 or 04210 applications for license or applications for a license renewal in entirety and recommends the license for signature.			
a) License: _____		License Reviewer: _____	
b) License: _____		License Reviewer: _____	
3. The Trainee shall process a Program 02500 or 04210 application for license or license renewal in entirety, including preparing the license, tying down all license conditions and recommending the license to the RCPD for signature.			
License: _____		Date: _____	RCPD/Supervisor _____

OJT-6 Medical 02120, 02121, 02200, 02201, 02210, 02220, 02231, 22160, or 22161			
Trainee is assigned directed review of selected licensing casework and observes a License Reviewer process a Program 02120, 02121, 02200, 02201, 02210, 02220, 02231, 22160, or 22161 application for license or a license renewal in entirety.			
1. Under supervision of a License Reviewer, the Trainee shall be assigned processing of three to five selected Program 02120, 02121, 02200, 02201, 02210, 02220, 02231, 22160, or 22161 amendments.			
<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
2. Under the supervision of a License Reviewer, Trainee processes two Program 02120, 02121, 02200, 02201, 02210, 02220, 02231, 22160, or 22161 applications for license or applications for a license renewal in entirety and recommends the license for signature.			
c) License: _____		License Reviewer: _____	
d) License: _____		License Reviewer: _____	
3. The Trainee shall process a Program 02120, 02121, 02200, 02201, 02210, 02220, 02231, 22160, or 22161 application for license or license renewal in entirety, including preparing the license, tying down all license conditions and recommending the license to the RCPD for signature.			
License: _____		Date: _____	RCPD/Supervisor _____

Name: _____

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LICENSE REVIEWER

OJT-7 Other Medical 02230, 02231, 02240, 02300, 02310, 04822 or 04826			
Trainee is assigned directed review of selected licensing casework and observes a License Reviewer process a Program 02230, 02231, 02240, 02300, 02310, 04822 or 04826 application for license or a license renewal in entirety.			
1. Under supervision of a License Reviewer, the Trainee shall be assigned processing of three to five selected Program 02230, 02231, 02240, 02300, 02310, 04822 or 04826 amendments.			
<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
2. Under the supervision of a License Reviewer, Trainee processes two 02230, 02231, 02240, 02300, 02310, 04822, or 04826 applications for license or applications for a license renewal in entirety and recommends the license for signature.			
a) License: _____		License Reviewer: _____	
b) License: _____		License Reviewer: _____	
3. The Trainee shall process a Program 02230, 02231, 02240, 02300, 02310, 04822, 04826 application for license or license renewal in entirety, including preparing the license, tying down all license conditions and recommending the license to the RCPD for signature.			
License: _____		Date: _____	RCPD/Supervisor _____

OJT-8 Broad Scope Medical 02110 or 04710			
Trainee is assigned directed review of selected licensing casework and observes a License Reviewer process a Program 02110 or 04710 application for license or a license renewal in entirety.			
1. Under supervision of a License Reviewer, the Trainee shall be assigned processing of three to five selected Program 02110 or 04710 amendments.			
<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
2. Under the supervision of a License Reviewer, Trainee processes two Program 02110 or 04710 for license or applications for a license renewal in entirety and recommends the license for signature.			
a) License: _____		License Reviewer: _____	
b) License: _____		License Reviewer: _____	
3. The Trainee shall process a Program 02110 or 04710 application for license or license renewal in entirety, including preparing the license, tying down all license conditions and recommending the license to the RCPD for signature.			
License: _____		Date: _____	RCPD/Supervisor _____

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OJT-9 Research & Development; Manufacturing and Unsealed Special Nuclear Material 02400, 02410, 02700, 02710, 03210, 03212, 03214, 03215, 03620, 22110, or 22111			
Trainee is assigned directed review of selected licensing casework and observes a License Reviewer process a Program 02400, 02410, 02700, 02710, 03210, 03212, 03214, 03215, 03620, 22110, or 22111 application for license or a license renewal in entirety.			
1. Under supervision of a License Reviewer, the Trainee shall be assigned processing of three to five selected Program 02400, 02410, 02700, 02710, 03210, 03212, 03214, 03215, 03620, 22110, or 22111 amendments.			
<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
2. Under the supervision of a License Reviewer, Trainee processes two Program 02400, 02410, 02700, 02710, 03210, 03212, 03214, 03215, 03620, 22110, or 22111 applications for license or applications for a license renewal in entirety and recommends the license for signature.			
a) License: _____		License Reviewer: _____	
b) License: _____		License Reviewer: _____	
3. The Trainee shall process a Program 02400, 02410, 02700, 02710, 03210, 03212, 03214, 03215, 03620, 22110, or 22111 application for license or license renewal in entirety, including preparing the license, tying down all license conditions and recommending the license to the RCPD for signature.			
License: _____		Date: _____ RCPD/Supervisor _____	

OJT-10 Distribution 02511, 02513, 03214, 03240, 03241, 03242, 03243, 03244, 22162, or 22170			
Trainee is assigned directed review of selected licensing casework and observes a License Reviewer process a Program 02511, 02513, 03214, 03240, 03241, 03242, 03243, 03244, 22162, or 22170 application for license or a license renewal in entirety.			
1. Under supervision of a License Reviewer, the Trainee shall be assigned processing of three to five selected Program 02511, 02513, 03214, 03240, 03241, 03242, 03243, 03244, 22162, or 22170 amendments.			
<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
2. Under the supervision of a License Reviewer, Trainee processes two 02511, 02513, 03214, 03240, 03241, 03242, 03243, 03244, 22162, or 22170 applications for license or applications for a license renewal in entirety and recommends the license for signature.			
a) License: _____		License Reviewer: _____	
b) License: _____		License Reviewer: _____	
3. The Trainee shall process a Program 02511, 02513, 03214, 03240, 03241, 03242, 03243, 03244, 22162, or 22170 application for license or license renewal in entirety, including preparing the license, tying down all license conditions and recommending the license to the RCPD for signature.			
License: _____		Date: _____ RCPD/Supervisor _____	

Name: _____

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LICENSE REVIEWER

OJT-11 Sealed Special Nuclear Material and Byproduct Material Power Sources 22120, 22130, 22140, 22150, or 22151

Trainee is assigned directed review of selected licensing casework and observes a License Reviewer process a Program 22120, 22130, 22140, 22150, or 22151 application for license or a license renewal in entirety.

1. Under supervision of a License Reviewer, the trainee shall be assigned processing of three to five selected Program 22120, 22130, 22140, 22150, or 22151 amendments.

<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. Under the supervision of a License Reviewer, Trainee processes two Program 22120, 22130, 22140, 22150, or 22151 applications for license or applications for a license renewal in entirety and recommends the license for signature.

a) License: _____ License Reviewer: _____

b) License: _____ License Reviewer: _____

3. The Trainee shall process a Program 22120, 22130, 22140, 22150, or 22151 application for license or license renewal in entirety, including preparing the license, tying down all license conditions and recommending the license to the RCPD for signature.

License: _____ Date: _____ RCPD/Supervisor _____

OJT-12 Source Material 03800, 03810, 11200, 11210, 11220, 11221, 11230, 11300, 11700, 11800, 11810, 23300, or 23310

Trainee is assigned directed review of selected licensing casework and observes a License Reviewer process a Program 03800, 03810, 11200, 11210, 11220, 11221, 11230, 11300, 11700, 11800, 11810, 23300, or 23310 application for license or a license renewal in entirety.

1. Under supervision of a License Reviewer, the Trainee shall be assigned processing of three to five selected Program 03800, 03810, 11200, 11210, 11220, 11221, 11230, 11300, 11700, 11800, 11810, 23300, or 23310 amendments.

<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. Under the supervision of a License Reviewer, Trainee processes two Program 03800, 03810, 11200, 11210, 11220, 11221, 11230, 11300, 11700, 11800, 11810, 23300, or 23310 applications for license or applications for a license renewal in entirety and recommends the license for signature.

a) License: _____ License Reviewer: _____

b) License: _____ License Reviewer: _____

3. The Trainee shall process a Program 03800, 03810, 11200, 11210, 11220, 11221, 11230, 11300, 11700, 11800, 11810, 23300, or 23310 application for license or license renewal in entirety, including preparing the license, tying down all license conditions and recommending the license to the RCPD for signature.

License: _____ Date: _____ RCPD/Supervisor _____

Name: _____

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LICENSE REVIEWER

OJT-13 Service 03218, 03219, 03220, 03221, 03222, 03225, or 03226

Trainee is assigned directed review of selected licensing casework and observes a License Reviewer process a Program 03218, 03219, 03220, 03221, 03222, 03225, or 03226 application for license or a license renewal in entirety.

1. Under supervision of a License Reviewer, the Trainee shall be assigned processing of three to five selected Program 03218, 03219, 03220, 03221, 03222, 03225, or 03226 amendments.

<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. Under the supervision of a License Reviewer, Trainee processes two Program 03218, 03219, 03220, 03221, 03222, 03225, or 03226 applications for license or applications for a license renewal in entirety and recommends the license for signature.

- a) License: _____ License Reviewer: _____
b) License: _____ License Reviewer: _____

3. The Trainee shall process a Program 03218, 03219, 03220, 03221, 03222, 03225, or 03226 application for license or license renewal in entirety, including preparing the license, tying down all license conditions and recommending the license to the RCPD for signature.

License: _____ Date: _____ RCPD/Supervisor _____

OJT-14 Decommissioning 03900, 11900, or 22200

Trainee is assigned directed review of selected licensing casework and observes a License Reviewer process a Program 03900, 11900, or 22200 application for license or a license renewal in entirety.

1. Under supervision of a License Reviewer, the Trainee shall be assigned processing of three to five selected Program 03900, 11900, or 22200 amendments.

<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. Under the supervision of a License Reviewer, Trainee processes two Program 03900, 11900, or 22200 applications for license or applications for a license renewal in entirety and recommends the license for signature.

- a) License: _____ License Reviewer: _____
b) License: _____ License Reviewer: _____

3. The Trainee shall process a Program 03900, 11900, or 22200 for license or license renewal in entirety, including preparing the license, tying down all license conditions and recommending the license to the RCPD for signature.

License: _____ Date: _____ RCPD/Supervisor _____

Name: _____

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LICENSE REVIEWER

OJT-15 Waste Disposal 03231, 03232, 03233, 03234, 03235 or 03236

Trainee is assigned directed review of selected licensing casework and observes a License Reviewer process a Program 03231 thru 03236 application for license or a license renewal in entirety.

1. Under supervision of a License Reviewer, the Trainee shall be assigned processing of three to five selected Program 03231 thru 03236 amendments.

<u>License</u>	<u>Amendment Type</u>	<u>Date</u>	<u>License Reviewer</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. Under the supervision of a License Reviewer, Trainee processes two Program 03231 thru 03236 applications for license or applications for a license renewal in entirety and recommends the license for signature.

a) License: _____ License Reviewer: _____

b) License: _____ License Reviewer: _____

3. The Trainee shall process a Program 03231 thru 03236 application for license or license renewal in entirety, including preparing the license, tying down all license conditions and recommending the license to the RCPD for signature.

License: _____ Date: _____ RCPD/Supervisor _____

OJT-16 Pre-Licensing Site Visits Perform a new license review with an experienced license reviewer and use appropriate licensing forms to make a pre-licensing site visit determination.

Trainee is assigned directed review of selected licensing casework and observes a License Reviewer use appropriate licensing forms to make a pre-licensing site visit determination.

1. Under supervision of a License Reviewer, the Trainee shall be assigned two selected casework and use appropriate licensing forms to make a pre-licensing site visit determination. A pre-licensing site visit will be performed if necessary.

License: _____ License Reviewer: _____

License: _____ License Reviewer: _____

2. Under supervision of a License Reviewer, the Trainee shall be assigned two selected casework and use appropriate licensing forms to make a pre-licensing site visit determination. A pre-licensing site visit will be performed if necessary.

a) License: _____ License Reviewer: _____

b) License: _____ License Reviewer: _____

3. The Trainee shall perform a Pre-Licensing site visit under the observation of the RCPD /Supervisor .

License: _____ Date: _____ RCPD/Supervisor _____

Name: _____

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LICENSE REVIEWER

OJT-17 Inspection Accompaniments 1. Assist a qualified inspector with the performance of a variety of health and safety inspections; your immediate supervisor will determine the actual number and type of inspections. AND 2. Assist a qualified inspector with the performance of security inspections of licensees possessing Category 1 or Category 2 radioactive material.

1. Trainee is assigned to assist a qualified inspector with the performance of a variety of health and safety inspections; AND 2. Assist a qualified inspector with the performance of security inspections of licensees possessing Category 1 or Category 2 radioactive material.

a) License: _____ Inspector: _____

b) License: _____ Inspector: _____

2. Trainee is assigned to assist a qualified inspector with the performance of a variety of health and safety inspections under the observation of the RCPD /Supervisor; AND 2. Assist a qualified inspector with the performance of security inspections of licensees possessing Category 1 or Category 2 radioactive material under the observation of the RCPD /Supervisor or assignee.

a) License: _____ Date: _____ RCPD/Supervisor _____

b) License: _____ Date: _____ RCPD/Supervisor _____

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DECOMMISSIONING INSPECTION

1) Trainee observes the qualified inspector preparing for and conducting a decommissioning inspection. During the inspection, the trainee may be assigned duties that don't interfere with the observation of the decommissioning inspection.	Licensee: _____ Dates: _____	_____ Inspector
2) Under the supervision of the qualified inspector, the trainee prepares for, conducts, and records findings for assigned parts of the decommissioning inspection. This step should be conducted with at least two different types of licenses.	a) Licensee: _____ Dates: _____ b) Licensee: _____ Dates: _____	_____ Inspector
3) Under the observation of the RCPD or assignee, the trainee prepares for and conducts a decommissioning inspection, including recording inspection findings and preparing enforcement correspondence. If problems are observed, this activity should be repeated.	Licensee: _____ Dates: _____	_____ RCPD/Supervisor

DECOMMISSIONING PROGRAM MANAGER/ TECH REVIEWER (PM/TR)

1) Trainee observes the qualified PM/TR preparing for and conducting a decommissioning plan review. During the review, the trainee may be assigned duties that don't interfere with the observation of the decommissioning plan review.	Licensee: _____ Dates: _____	_____ PM/TR
2) Under the supervision of the qualified PM/TR, the trainee prepares for, conducts, and records findings for assigned parts of the decommissioning plan review. This step should be conducted with at least two different types of licenses.	a) Licensee: _____ Dates: _____ b) Licensee: _____ Dates: _____	_____ PM/TR
3) Under the observation of the RCPD or assignee, the trainee prepares for and conducts a decommissioning plan review, including recording findings and preparing correspondence.	Licensee: _____ Dates: _____	_____ RCPD/Supervisor

Name: _____

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Program Qualification Worksheet

Name: _____		<input type="checkbox"/> Inspector	<input type="checkbox"/> License Reviewer
<u>License Program Codes¹</u>	<u>Min. Training Completed Date</u>	<u>OJT Completed Date</u>	<u>Program Qualified Date</u>
03320, 04312			
03510			
03120, 03121, 03122, 03124, 04416,			
03214			
01100, ,1120, 03610, 04618			
02400, 03210, 03212, 03620, 22111			
03240			
03219, 03221, 03225			
22150			
04210			
02120, 02121, 02200, 02201, 02210			
02230, 04826, 04822			
02110, 04710			
Inspection of Group 1 and Group 2 decommissioning licensees.			
Inspection of certain licensees possessing International Atomic Energy Agency Category 1 and Category 2 radioactive materials.			
Perform a pre-licensing visit to an applicant or licensee's facility to confirm the legitimacy of the applicant or licensee and the legitimacy of the applicant or licensee's planned activities.			
Inspector familiarizes with the license review process and to review and complete licensing actions under the supervision of a qualified license reviewer.			
License Reviewer assists a qualified inspector with the performance of a variety of health and safety inspections			

¹License Program Codes are specific to Connecticut only.

Name: _____

Title: _____

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<u>Specialized Training</u>	Completed Date
Irradiator Technology Course (H-315)	
Safety Aspects of Well Logging (H-314)	
Inspecting for Performance – Materials (G-304)	
Visual Sample Plan (H-500)	

<u>Advanced Training</u>	Completed Date
Internal Dosimetry and Whole Body Counting (H-312)	
Air Sampling Environmental Monitoring for Radioactivity (H-130S)&(H130L)	
Respiratory Protection (H-311)	
Multi-Agency Radiation Survey and Sites Investigation Manual (MARSSIM) (H-121S)	
RESRAD (H-408)	
Advanced RESRAD (H-412)	

<u>Decommissioning Program</u>	Min. Training Completed Date	OJT Completed Date	Program Qualified Date
Decommissioning Inspector			
Decommissioning Program Manager/Tech Reviewer			

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CT-DEEP Radioactive Materials Program

Training Attendance Record

Course: _____ Date(s) ____/____/____

Name	Title	Affiliation	Phone Number	Email