

Date

This memo serves as a request to amend radioactive materials license number, .

MEMORANDUM

Subject: Appointment as **Site** Radiation Safety Officer (SRSO)

To: ,Proposed SRSO Name

From: ,Management Name and Title
,Radiation Safety Officer Name (RSO)

You have been appointed as the Site Radiation Safety Officer for site number(s) of radioactive materials license number .

You will report to the Radiation Safety Officer (RSO), who retains authority and responsibility for implementing the radiation protection program. The RSO will delegate duties and tasks to you in writing, which should be maintained at the site for review.

The RSO has determined that you are capable of physically arriving at site(s) within a reasonable time of being notified of an emergency situation or unsafe condition.

You are free to raise issues with the Texas Department of State Health Services at any time.

Signature of Management Representative

Date

Radiation Safety Officer

Date

Provide the proposed SRSO's qualifications, as required by 25 TAC §289.255(e) (4)(B), which include:

A description of their education. At a minimum, they must possess a high school diploma, or a certificate of high school equivalency based on the GED test.

A description of their training. This is an agency-issued trainee status card and successful completion of an agency-administered or another certifying entity examination within the last five years.

A description of their experience. This is a minimum of two years of documented radiation protection experience, including knowledge of industrial radiographic operations with at least 40 hours of active participation in industrial radiographic operations.

If the proposed SRSO was listed as an RSO/SRSO on another license authorized for the same type of use, provide the license number in lieu of the qualifications listed above.

License Number: